

EXECUTIVE COMMITTEE

DATE: Monday, February 3, 2020
TIME: 8:00 a.m.
LOCATION: Edgewater Haven
Conference Room
1351 Wisconsin River Dr
Port Edwards, WI

1. Call meeting to order
2. Public comments
3. CONSENT AGENDA
 - (a) Review/approve minutes from previous committee meetings
 - (b) Review monthly letters of comment from department heads.
 - (c) Approval of departments vouchers – County Board, County Clerk, Maintenance and Purchasing, Risk Management, Information Technology, Wellness, Treasurer, Finance, and Human Resources.
4. Review items, if any, pulled from consent agenda
5. Renewable & Sustainable Committee update
6. Developers Agreement with Savion
7. Review sale of 12th St. property
8. Discuss land south of Avon Street parking lot
9. Update on county strategic plan
10. Appoint adhoc committee on health insurance
11. Resolution – Human Services - Create (.97 FTE) Children's Support and Service Coordinator Position
12. **Finance**
 - (a) Land & Water Budget Carryover Request
 - (b) Resolution – Amend 2020 Budget – Veterans WDVA Grants
13. **Wellness**
 - (a) Wellness Coordinator Update
14. Administrative Coordinator's Report
15. Consider any agenda items for next meeting
16. Set next regular committee meeting date – Tuesday, March 3, 2020
17. Adjourn

**EXECUTIVE COMMITTEE
MEETING MINUTES**

DATE: Tuesday, January 7, 2020
TIME: 8:00 a.m.
PLACE: Courthouse – Room 114

PRESENT: Doug Machon, Bill Clendenning, Ken Curry, Dennis Polach, Donna Rozar, Adam Fischer, Bill Winch

OTHERS PRESENT (for part or all of the meeting): See attached list.

1. The meeting was called to order by Chair Machon.
2. There was no public comment.
3. Pages 8, 15, 19, 20, 28, 30, 35, and 40 were pulled from the consent agenda for discussion.

Motion (Rozar/Fischer) to approve the Consent Agenda, excluding the items requested pulled for discussion. Motion carried unanimously.

4. Supervisors Clendenning and Polach asked for clarification on items within the packet. Discussion ensued. Department Heads answered general questions pertaining to their departments.

Motion (Rozar/Fischer) to approve the pulled items from the Consent Agenda. Motion carried unanimously.

5. There was no Renewable and Sustainable Committee update.
6. Chair Machon stated he has met with Savion, along with Peter Kastenholtz, to present a list of topics related to the developer's agreement and they are waiting to hear back from Savion. The timeline for an agreement is the end of February at the latest.
7. Supervisor Rozar indicated she and Nancy Turyk presented information on the County strategic plan at the December 10, 2019 Department Head Retreat. Rozar stated she would be meeting later today with Turyk to collate feedback from the Department Head Retreat to bring a recommendation to County Board. Discussion ensued.
8. Supervisor Fischer indicated he requested an agenda item to discuss a County Administrator position. Discussion ensued.
9. Brandon Vruwink presented a resolution for Human Services to create a (.97 FTE) Economic Support Worker Position fully funded from the state of Wisconsin Department of Health Services.

Motion (Clendenning/Rozar) to accept the resolution for Health & Human Services to create a (.97 FTE) Economic Support Worker Position. Motion carried unanimously.

Supervisor Rozar questioned if the process for resolutions with fiscal impact that are approved at the Committee level are required to route to the Executive Committee also. Discussion ensued. Chair Machon will reach out to Corporation Counsel for further clarification.

10. Deputy Finance Director, Edward Newton, presented a resolution to amend the 2019 Veterans WDVA Grant budget to include monies that were moved and excluded from the original budget.

Motion (Fischer/Clendenning) to accept the resolution to amend the 2019 Veterans WDVA Grant budget to include monies that were moved and excluded from the original budget. Motion carried unanimously.

11. There was no Wellness Coordinator Update.

12. (a) Human Resources Director McGrath updated the Committee on the Finance Director recruitment. McGrath explained that the Deputy Finance Director has been serving as the Interim Finance Director for the past few weeks and that it has been going well. She explained that it would be appropriate at this time to enact the increase in duties policy.

Motion (Clendenning/Rozar) to grant the Interim Finance Director a 10% increase in their rate of pay due to the increase in duties. Motion carried. Voting no: Fischer, Polach (10% increase is too high).

McGrath stated that the Committee, as the oversight of the Finance Director, will conduct the interviews of qualified candidates.

- (b) McGrath presented a document to the Committee regarding the proposed Health Insurance Charges for Vacant Positions Policy that was presented to the Health and Human Services Committee. Discussion ensued. Supervisor Fischer expressed concerns regarding the projections from Horton not matching the total expenses presented on the document presented by McGrath.

Motion (Clendenning/Fischer) to set an Ad Hoc committee to study the Health Insurance Charges for Vacant Positions Policy. Motion (Fischer/Clendenning) to amend the motion to include the study of the health fund and health insurance with a five person Ad Hoc committee to be appointment by the Executive Committee. Amendment carried. Voting no: Machon and Rozar (no reason given). Amended motion carried. Voting no: Machon, Rozar (no reason given).

Supervisor Fischer requested that a recommendation from the Ad Hoc committee be given to the Operations Committee prior to July 1, 2020.

Agenda items for next meeting: Appoint members to health fund/health insurance Ad Hoc committee

The next regularly scheduled committee meeting is Tuesday, February 4, 2020 at 8:00 a.m.

The Chair declared the meeting adjourned at 9:05 a.m.

Human Resources minutes recorded and prepared by Kelli Quinnell. All other minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next EC meeting.

Executive Committee Meeting

January 7, 2020

[illegible]



Wood County

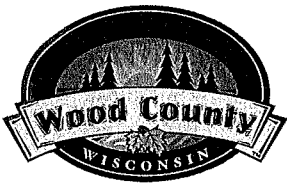
WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – February 2020

- We received notice that our mail delivery person was no longer going to be providing that service to us. After looking at alternatives, we made an arrangement with Emergency Management to pick up the mail at the post office and bring to the Courthouse when they come to work in the morning. This is working out wonderfully, and I anticipate it saving some money as well. I will know more after I get their first bill.
- I have trained and certified 150-160 new chief election inspectors in the three sessions I conducted in both Wood and Portage County this past month. I had to reschedule my Saturday morning Pittsville session because of the snow storm that came through on January 18th. That session moved to February 1st. We will do more of these, along with many other types of training, throughout the spring and summer.
- What was previously reported did in fact come to pass, budget-wise. We did not make our revenue projections in marriage licenses or our DMV services. The reasons for these shortfalls has been reported previously, so I will not bore you. We did end up being fine, revenue-wise, because we had an excellent year in our passport revenue. In fact, we had our second highest number of applicants come through the door to apply for passports. While neither the DMV service nor the passports are statutorily mandated, this is a nice revenue stream to help alleviate some of our dependence on the levy for those duties that are statutorily mandated.
- The county board races are set. There are 2 districts that have competition (Districts 2 & 7). There will be at least 3 new members of the board in April. We did have to extend the filing deadline in District 10 to Friday, January 10th at 5:00 p.m. because the incumbent supervisor failed to file non-candidacy or any papers to run for re-election. When an incumbent does not file any paperwork, the time is extended another 72 hours for anyone, besides the incumbent, to file to run in that district, pursuant to state statutes. There was a candidate that did file on that Friday afternoon. Because the 5:00 p.m. time is statutorily mandated, the courthouse must remain open and unlocked for an extra half hour. My appreciation to Security Services for adjusting their schedules at the last minute to accommodate the statutory mandated time extension that was not anticipated or expected. The Tuesday deadline was expected and planned for. The Friday deadline was not.
- Speaking of the spring election, all of us in the office are in the process of programming and entering in all of the candidate information into the various systems and preparing the numerous forms and notices for both the Spring Primary and the Presidential Preference Primary/Spring Election.
- After reviewing statutes and talking with other county clerks, I determined we needed to tighten up our chain of custody procedures as it relates to election supplies and ballots going to the municipalities. This is being implemented for the Spring Primary and will be reviewed throughout the year for any needed improvements.



Wood County

WISCONSIN

Office of
Deputy Finance Director

Edward Newton
Deputy Finance Director

February 3, 2020

Subject: Finance Department Letter of Comments

To: Executive Committee

From: Edward Newton, Deputy Finance Director

Departmental Activities

Project completion for the following:

1. General Fund – Fund Balance Policy target date November 12, 2019.
2. Strategic Planning for the Finance Department target date of December 17, 2019.
3. 2020 Budget.
4. Questica support hand over.
5. Annual Electronic Municipal Market Access (EMMA) Financial Filing.
6. System for Award Management (SAM) annual renewal.

Ongoing 2020 projects:

1. Year End Procedures.
2. Preparing for the 2019 Audit.
3. Questica Budget Software update to latest version target date February 2020.
4. Questica Budget Software Reports target date March 2020.
5. Indirect Cost Allocation Plan target date July 2020.
6. Fixed Asset Module set up target date September 2020.
7. Budget Software finalized with the Salary Sync April 2020.
8. Dynamics Workflow September 2020.
9. Questica Budget Software Training June 2020.
10. Internal Audit Policy target date December 2020.
11. Internal Audit implementation January 2021.

Meetings, Webinars and Conferences

1. Accountant's monthly meeting.
2. Biweekly/daily meeting with Finance department staff.
3. Meeting with DNS Worldwide - Cost Allocation Plan.
4. Meeting with auditors from WIPFLI.
5. Attended Health & Human Services Committee meetings.
6. Worked with Emergency Management to complete SAM's renewal.
7. Meeting with Highway department.
8. Meeting with Drug Court regarding e-grant report.
9. Meeting with HR Director.
10. Meeting with Treasurer.
11. Meeting with IT.
12. Meeting with Veterans Director.
13. Meeting with Parks department.
14. Meeting with Land and Water.

Budget to Actual Income Statement for the 1 month ending January 31, 2020.

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Friday, January 31, 2020

	Actual	2020 Budget	Variance	Variance %
REVENUES				
Taxes				
41110 General Property Taxes	\$2,299,621.62	\$27,595,459.50	(\$25,295,837.88)	(91.67%)
41150 Forest Cropland/Managed Forest Land		25,000.00	(25,000.00)	(100.00%)
41220 General Sales and Retailers' Discount	10.00	220.00	(210.00)	(95.45%)
41221 County Sales Tax		6,138,000.00	(6,138,000.00)	(100.00%)
41230 Real Estate Transfer Fees		142,000.00	(142,000.00)	(100.00%)
41800 Interest and Penalties on Taxes	20,086.20	394,000.00	(373,913.80)	(94.90%)
41910 Payments in Lieu of Taxes		18,500.00	(18,500.00)	(100.00%)
Total Taxes	2,319,717.82	34,313,179.50	(31,993,461.68)	(93.24%)
Intergovernmental Revenues				
43410 State Aid-Shared Revenue		3,064,207.00	(3,064,207.00)	(100.00%)
43430 State Aid-Other State Shared Revenues		291,141.00	(291,141.00)	(100.00%)
43511 State Aid-Victim Witness		74,000.00	(74,000.00)	(100.00%)
43512 State Aid-Courts		377,280.00	(377,280.00)	(100.00%)
43514 State Aid-Court Support Services		75,775.00	(75,775.00)	(100.00%)
43516 State Aid-Modernization Grants		58,120.00	(58,120.00)	(100.00%)
43521 State Aid - Law Enforcement	16,512.10	146,000.00	(129,487.90)	(88.69%)
43523 State Aid-Other Law Enforcement	17,037.00	18,000.00	(963.00)	(5.35%)
43528 State Aid-Emergency Government		93,250.00	(93,250.00)	(100.00%)
43531 State Aid-Transportation	630,897.20	2,194,425.00	(1,563,527.80)	(71.25%)
43534 State Aid-LRIP		218,258.00	(218,258.00)	(100.00%)
43549 State Aid-Private Sewage		7,000.00	(7,000.00)	(100.00%)
43551 State Aid-Health Grants		83,252.00	(83,252.00)	(100.00%)
43554 State Aid-Health WIC Program		395,065.00	(395,065.00)	(100.00%)
43557 State Aid-Health Consolidated Contract		70,944.62	(70,944.62)	(100.00%)
43560 State Aid-Grants		68,167.00	(68,167.00)	(100.00%)
43561 State Aids		13,290,580.00	(13,290,580.00)	(100.00%)
43567 State Aid-Transportation	229,594.00	241,094.00	(11,500.00)	(4.77%)
43568 State Aid-Child Support		1,109,455.78	(1,109,455.78)	(100.00%)
43571 State Aid-UW Extension		11,500.00	(11,500.00)	(100.00%)
43572 State Aid-ATV Maintenance		6,826.00	(6,826.00)	(100.00%)
43574 State Aid-Snowmobile Trail Maint	32,767.31	79,777.00	(47,009.69)	(58.93%)
43576 State Aid-Parks		76,610.00	(76,610.00)	(100.00%)
43581 State Aid-Forestry		74,898.00	(74,898.00)	(100.00%)
43586 State Aid-Land Conservation		1,036,484.86	(1,036,484.86)	(100.00%)
43640 State Aid-Co Share Managed Forest Lands		20,000.00	(20,000.00)	(100.00%)
43690 State Aid-Forestry Roads		3,300.00	(3,300.00)	(100.00%)
Total Intergovernmental	926,807.61	23,185,410.26	(22,258,602.65)	(96.00%)
Licenses and Permits				
44100 Business and Occupational Licenses	4,854.61	377,750.00	(372,895.39)	(98.71%)
44101 Utility Permits	25.00	1,050.00	(1,025.00)	(97.62%)
44102 Driveway Permits	20.00	860.00	(840.00)	(97.67%)
44200 DNR & ML Fees	575.00	54,511.00	(53,936.00)	(98.95%)
44201 Dog License Fund		1,000.00	(1,000.00)	(100.00%)
44260 Moving Permits		1,025.00	(1,025.00)	(100.00%)
44300 Sanitary Permit Fees	2,225.00	71,300.00	(69,075.00)	(96.88%)
44411 County Planner Plat Review Fees	950.00	7,500.00	(6,550.00)	(87.33%)
44412 Wisconsin Fund Application Fees		150.00	(150.00)	(100.00%)
44413 Shoreland zoning Fees & Permits		33,825.00	(33,825.00)	(100.00%)
44415 HT Database Annual Fee	3,140.00	118,750.00	(115,610.00)	(97.36%)
Total Licenses and Permits	11,789.61	667,721.00	(655,931.39)	(98.23%)
Fines, Forfeits and Penalties				
45110 Ordinances Violations		1,700.00	(1,700.00)	(100.00%)
45115 County Share of Occupational Driver		200.00	(200.00)	(100.00%)
45120 County Share of State Fines and Forfeitures		152,000.00	(152,000.00)	(100.00%)
45123 County Parks Violation Fee		750.00	(750.00)	(100.00%)
45130 County Forfeitures Revenue		94,000.00	(94,000.00)	(100.00%)
45191 Private Sewage Fines	24.50	15,000.00	(14,975.50)	(99.84%)
Total Fines, Forfeits and Penalties	24.50	263,650.00	(263,625.50)	(99.99%)

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Friday, January 31, 2020

	Actual	2020 Budget	Variance	Variance %
Public Charges for Services				
46110 County Clerk-Passport Fees	2,920.00	22,000.00	(19,080.00)	(86.73%)
46121 Treasurer Fees-Redemption Notices	345.00	4,000.00	(3,655.00)	(91.38%)
46122 Property Conversion Charges		1,000.00	(1,000.00)	(100.00%)
46130 Register of Deeds-Fees		262,000.00	(262,000.00)	(100.00%)
46131 Register of Deeds-Laredo Tapestry		47,000.00	(47,000.00)	(100.00%)
46135 Land Record-Fees		92,880.00	(92,880.00)	(100.00%)
46140 Court Fees	400.00	155,000.00	(154,600.00)	(99.74%)
46141 Court Fees and Costs-Marriage Counseling		12,295.00	(12,295.00)	(100.00%)
46142 Court/Juvenile		22,000.00	(22,000.00)	(100.00%)
46143 Other Professional Reimbursements		17,736.00	(17,736.00)	(100.00%)
46144 Circuit Court Branch I		28,600.00	(28,600.00)	(100.00%)
46146 Circuit Court Branch III	829.00	12,000.00	(11,171.00)	(93.09%)
46191 Public Charges-Clerk	180.00	6,800.00	(6,620.00)	(97.35%)
46192 Public Chgs-Temp Licenses	309.75	7,000.00	(6,690.25)	(95.58%)
46194 County Clerk Copy Fees	1.00	275.00	(274.00)	(99.64%)
46195 Public Chgs-Map & Data Sales		100.00	(100.00)	(100.00%)
46196 Public Chgs-Human Resources	90,527.44	1,557,476.00	(1,466,948.56)	(94.19%)
46210 Sheriff-Public Charges	111.84	325.00	(213.16)	(65.59%)
46211 Sheriff Revenue-Civil Process Fees	4,624.65	62,000.00	(57,375.35)	(92.54%)
46212 Sheriff Cost Reimbursement/Witness Fees	1,143.51	53,000.00	(51,856.49)	(97.84%)
46214 Reserve Deputy Revenue	300.00	14,000.00	(13,700.00)	(97.86%)
46215 Sheriff Escort Service	1,614.88	31,000.00	(29,385.12)	(94.79%)
46216 Restitution	16.14	200.00	(183.86)	(91.93%)
46217 OWI Restitution		1,750.00	(1,750.00)	(100.00%)
46221 Public Chgs-Coroner Cremation	3,800.00	60,000.00	(56,200.00)	(93.67%)
46230 Death Certificates	1,000.00	15,000.00	(14,000.00)	(93.33%)
46241 Jail Surcharge		31,000.00	(31,000.00)	(100.00%)
46242 Huber/Electronic Monitoring	171.66	357,678.00	(357,506.34)	(99.95%)
46243 Inmate Booking/Processing Fee	150.36	17,000.00	(16,849.64)	(99.12%)
46244 Other County Transports	812.10	18,000.00	(17,187.90)	(95.49%)
46245 Jail Stay Fee	125.80	37,000.00	(36,874.20)	(99.66%)
46291 Public Chgs-ID Cards		100.00	(100.00)	(100.00%)
46330 Public Chgs-Ho Chunk/AODA		27,500.00	(27,500.00)	(100.00%)
46510 Public Chgs-Crisis Stabilization		477,695.00	(477,695.00)	(100.00%)
46520 Institutional Care-Private Pay		952,868.00	(952,868.00)	(100.00%)
46521 Institutional Care-Other Pay		4,146.00	(4,146.00)	(100.00%)
46525 Public Chgs- Medicare		3,210,503.00	(3,210,503.00)	(100.00%)
46526 Public Chgs- Medicaid		5,717,200.00	(5,717,200.00)	(100.00%)
46530 Public Charges	3,347.28	6,207,995.00	(6,204,647.72)	(99.95%)
46531 Public Chgs- Private Insurance		1,470,262.00	(1,470,262.00)	(100.00%)
46532 Public Chgs-County Responsible	30.00	154,607.00	(154,577.00)	(99.98%)
46533 Public Chgs-NW Mental Health Inpatient		200,182.00	(200,182.00)	(100.00%)
46534 Public Chgs-NW Mental Health Inpatient		1,745,238.00	(1,745,238.00)	(100.00%)
46536 Third Party Awards & Settlements		410,828.00	(410,828.00)	(100.00%)
46537 Contractual Adjustment		(4,428,250.00)	4,428,250.00	(100.00%)
46590 Provision for Bad Debts-Edgewater		(92,000.00)	92,000.00	(100.00%)
46621 Child Support-Genetic Tests		3,750.00	(3,750.00)	(100.00%)
46623 Child Support-Filing Fees		80.00	(80.00)	(100.00%)
46624 Child Support-Service Fees		12,000.00	(12,000.00)	(100.00%)
46721 Public Chgs-Parks	19,566.28	550,000.00	(530,433.72)	(96.44%)
46772 UW-Extension Project Revenue	1,500.00	3,050.00	(1,550.00)	(50.82%)
46813 County Forest Revenue	20,754.81	385,000.00	(364,245.19)	(94.61%)
46825 Land Conservation Fees & Sales	28,705.58	70,860.00	(42,154.42)	(59.49%)
46826 Private Sewage Charges	310.00	15,250.00	(14,940.00)	(97.97%)
Total Public Charges for Services	183,597.08	20,044,979.00	(19,861,381.92)	(99.08%)
Intergovernmental Charges for Services				
47210 Intergovernmental Charges		558,200.00	(558,200.00)	(100.00%)
47230 State Charges		1,702,757.00	(1,702,757.00)	(100.00%)
47231 State Charges-Highway		232,838.00	(232,838.00)	(100.00%)
47250 Intergovernmental Transfer Program Rev		627,900.00	(627,900.00)	(100.00%)
47300 Local Gov Chgs		594,327.00	(594,327.00)	(100.00%)

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Friday, January 31, 2020

		2020		
		Actual	Budget	Variance
				Variance %
47320	Local Gov Chgs-Public Safety	3,266.21	30,000.00	(26,733.79)
47330	Local Gov Chgs-Transp		1,329,550.00	(1,329,550.00)
47332	Local Gov Chgs-Roads		420,187.00	(420,187.00)
47333	Local Gov Chgs-Bridges	(11,773.74)	78,103.00	(89,876.74)
47350	Local Gov Chgs-Hlth & Human Svcs		69,000.00	(69,000.00)
47351	Local Gov Chgs-Other Governments	3,420.00	70,640.00	(67,220.00)
47391	Local Gov Chgs-BNI (Materials)		2,500.00	(2,500.00)
47392	Local Gov Chgs-BNI (Staff)		850.00	(850.00)
47393	Local Gov Chgs-Work Relief		10,000.00	(10,000.00)
47395	Local Gov Chgs-EM Vehicles		5,000.00	(5,000.00)
47396	Local Gov Chgs-EM Equipment		800.00	(800.00)
	Total Charges to Other Governments	(5,087.53)	5,732,652.00	(5,737,739.53)
	Interdepartmental Charges for Services			
47410	Dept Charges-Hlth Benefits & Other	1,182,801.97	10,282,100.00	(9,099,298.03)
47411	Dept Charges-Purchasing	2,011.07	40,200.00	(38,188.93)
47412	Dept Charges-Insurance	42,092.65	500,000.00	(457,907.35)
47413	Dept Charges-Gen Govt	42,276.97	1,127,105.00	(1,084,828.03)
47415	Dept Charges-Systems	29,637.88	323,025.00	(293,387.12)
47421	Dept Charges-Public Safety		22,100.00	(22,100.00)
47430	Dept Charges-Bldg Rent	75,984.25	908,643.00	(832,658.75)
47435	Dept Charges-Sheriff Lockup Rent	1,333.33	16,000.00	(14,666.67)
47438	Dept Charges-Riverblock Rent	50,196.66	600,708.00	(550,511.34)
47440	Dept Charges		3,200.00	(3,200.00)
47460	Dept Charges-Drug Court		73,000.00	(73,000.00)
47470	Dept Charges-Highway		2,169,804.00	(2,169,804.00)
	Total Interdepartmental Charges	1,426,334.78	16,065,885.00	(14,639,550.22)
	Total Intergovernmental Charges for Services	1,421,247.25	21,798,537.00	(20,377,289.75)
	Miscellaneous			
48000	Miscellaneous	208.86		208.86
48100	Interest		20.00	(20.00)
48110	Interest-Capital Projects		10.00	(10.00)
48113	Unrealized Gain/Loss on Investment		25,500.00	(25,500.00)
48114	Interest-Investment		145,000.00	(145,000.00)
48115	Interest-General Investment		100,000.00	(100,000.00)
48116	Interest-Section 125 & Health		475.00	(475.00)
48117	Interest-Clerk of Courts		250.00	(250.00)
48200	Rental Income	4,767.34	94,503.00	(89,735.66)
48300	Gain/Loss-Sale of Property	185,060.00	42,000.00	143,060.00
48320	Gain/Loss-Sale of Surplus Property		500.00	(500.00)
48340	Gain/Loss-Sale of Salvage and Waste	170.30	6,700.00	(6,529.70)
48440	Insurance Recoveries-Other	50.00	912,000.00	(911,950.00)
48500	Donations	8,136.65	132,885.00	(124,748.35)
48503	Donations-Services ATV Club		6,000.00	(6,000.00)
48540	Donations & Contributions	2,971.00	21,500.00	(18,529.00)
48830	Recovery of PYBD & Contractual Adj		35,000.00	(35,000.00)
48860	Revenue from Meals		18,000.00	(18,000.00)
48880	Food Vending Machine Income		3,500.00	(3,500.00)
48900	Other Miscellaneous Revenue	187.79	68,200.00	(68,012.21)
48901	Other/Miscellaneous Revenue		2,000.00	(2,000.00)
48910	Vending/Cafeteria Revenue	1,229.20	8,850.00	(7,620.80)
48920	Vending Machine Revenue	255.72	4,000.00	(3,744.28)
48940	Canteen Income		30.00	(30.00)
48970	Rental Income- NHC, Health Annex		24,459.70	(24,459.70)
48980	Misc/Other Workshop Revenue		100.00	(100.00)
48990	Other Operating Income	60.00	1,700.00	(1,640.00)
48991	Copier Revenue		1,800.00	(1,800.00)
	Total Miscellaneous	203,096.86	1,654,982.70	(1,451,885.84)
	Other Financing Sources			
49110	Proceeds from Long-Term Debt		4,904,600.00	(4,904,600.00)
49210	Transfer from General Fund		341,000.00	(341,000.00)
49220	Transfer from Special Revenue		6,138,000.00	(6,138,000.00)
49270	Transfer from Internal Service		190,126.00	(190,126.00)
	Total Other Financing Sources		11,573,726.00	(11,573,726.00)
	TOTAL REVENUES	5,066,280.73	113,502,185.46	(108,435,904.73)

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Friday, January 31, 2020

	Actual	2020 Budget	Variance	Variance %
EXPENDITURES				
General Government				
51120 Committees & Commissions	26,933.33	201,711.11	174,777.78	86.65%
51212 Circuit Court Branch I	21,699.21	422,010.23	400,311.02	94.86%
51213 Circuit Court Branch II	7,031.90	125,769.36	118,737.46	94.41%
51214 Circuit Court Branch III	7,469.03	127,042.60	119,573.57	94.12%
51215 Drug Court	9,439.87	222,928.00	213,488.13	95.77%
51217 Clerk of Courts-Divorce Mediation		25,000.00	25,000.00	100.00%
51220 Family Court Commissioner		65,600.00	65,600.00	100.00%
51221 Clerk of Courts	62,310.01	1,513,161.98	1,450,851.97	95.88%
51231 Coroner	5,467.48	160,208.09	154,740.61	96.59%
51310 District Attorney	23,154.73	498,235.63	475,080.90	95.35%
51315 Victim Witness Program	8,505.76	154,636.29	146,130.53	94.50%
51320 Corporation Counsel	14,462.45	316,881.64	302,419.19	95.44%
51330 Child Support	53,218.82	1,053,042.75	999,823.93	94.95%
51420 County Clerk	16,671.19	358,199.57	341,528.38	95.35%
51424 County Clerk-Postage Meter	1,638.36	14,000.00	12,361.64	88.30%
51430 Health Benefit Payments	3,921.87	12,563,707.00	12,559,785.13	99.97%
51431 Health-Wellness	49,166.49	189,588.00	140,421.51	74.07%
51433 Human Resources-Labor Relations		30,000.00	30,000.00	100.00%
51435 Human Resources-Personnel	21,154.01	525,606.74	504,452.73	95.98%
51436 Human Resources-Programs		12,000.00	12,000.00	100.00%
51440 County Clerk-Elections	3,457.85	107,591.16	104,133.31	96.79%
51450 Data Processing	81,931.81	1,818,052.16	1,736,120.35	95.49%
51451 Voice over IP	12,486.72	141,500.00	129,013.28	91.18%
51452 PC Replacement	18.00	169,640.00	169,622.00	99.99%
51453 Co Clerk-Inform & Commun	767.65	18,500.00	17,732.35	95.85%
51510 Finance	21,168.26	502,458.01	481,289.75	95.79%
51520 Treasurer	36,834.50	460,901.93	424,067.43	92.01%
51550 Purchasing	1,088.75	5,144.00	4,055.25	78.83%
51590 Contingency		450,000.00	450,000.00	100.00%
51591 Efficiency		25,000.00	25,000.00	100.00%
51592 Initiatives		25,000.00	25,000.00	100.00%
51611 Bldg Maint-Courthouse and Jail	26,547.84	1,007,017.33	980,469.49	97.36%
51630 Bldg Maint-Unifed Svcs Building	78.17	10,188.00	10,109.83	99.23%
51640 Bldg Maint-Joint Use Building	78.17	12,188.00	12,109.83	99.36%
51650 Bldg Maint-Sheriff Lockup	78.17	5,388.00	5,309.83	98.55%
51670 Bldg Maint-River Block	29,962.50	661,932.66	631,970.16	95.47%
51710 Register of Deeds	63,924.84	479,034.83	415,109.99	86.66%
51711 Register of Deeds-Redaction	3,650.92	15,800.00	12,149.08	76.89%
51931 Property and Liability Insurance	409,211.01	606,505.50	197,294.49	32.53%
51933 Workers Comp Insurance	3,931.90	467,466.49	463,534.59	99.16%
51934 Sick Leave Conversion		500,000.00	500,000.00	100.00%
Total General Government	1,027,461.57	26,068,637.06	25,041,175.49	96.06%
Public Safety				
52110 Sheriff-Administration	125,569.57	2,710,818.04	2,585,248.47	95.37%
52130 Radio Engineer	8,856.38	245,943.76	237,087.38	96.40%
52131 Sheriff-Indian Law Enforce	978.90	35,008.00	34,029.10	97.20%
52140 Sheriff-Traffic Police	157,593.46	3,384,848.35	3,227,254.89	95.34%
52150 Sheriff-Civil Svc Comm		1,000.00	1,000.00	100.00%
52220 Emer Mgmt-Fire Suppression	16,604.35	355,282.20	338,677.85	95.33%
52510 Emer Mgmt-SARA Title III	2,071.84	53,406.66	51,334.82	96.12%
52520 Emergency Management	15,375.61	279,329.16	263,953.55	94.50%
52601 Dispatch	100,647.94	1,818,934.65	1,718,286.71	94.47%
52530 Emer Mgmt-Bldg Numbering		3,000.00	3,000.00	100.00%
52540 Emer Mgmt-Work Relief	9,960.38	182,418.37	172,457.99	94.54%
52710 Sheriff-Jail	166,384.25	2,833,595.09	2,667,210.84	94.13%
52712 Sheriff-Electronic Monitoring		221,737.00	221,737.00	100.00%
52713 Sheriff-PT Transp/Safekeeper	29,330.75	1,395,617.49	1,366,286.74	97.90%
52721 Sheriff-Jail Surcharge		100,000.00	100,000.00	100.00%
Total Public Safety	633,373.43	13,620,938.77	12,987,565.34	95.35%
Public Works-Highway				
53110 Hwy-Administration	11,004.04	351,879.80	340,875.76	96.87%

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Friday, January 31, 2020

		2020		
		Actual	Budget	Variance
				Variance %
53120	Hwy-Engineer	6,770.05	254,866.05	248,096.00
53191	Hwy-Other Administration	12,647.71	335,532.33	322,884.62
53210	Hwy-Employee Taxes & Benefits	(613,818.10)	1,753,982.36	2,367,800.46
53220	Hwy-Field Tools	2,410.17	(1,839.92)	(4,250.09)
53230	Hwy-Shop Operations	7,882.13	247,343.16	239,461.03
53232	Hwy-Fuel Handling	1,295.00	(23,105.00)	(24,400.00)
53240	Hwy-Machinery Operations	(54,204.06)	92,274.18	146,478.24
53260	Hwy-Bituminous Ops	1,233.07	230,793.04	229,559.97
53266	Hwy-Bituminous Ops		1,856,661.62	1,856,661.62
53270	Hwy-Buildings & Grounds	5,904.78	181,404.12	175,499.34
53290	Hwy-Salt Brine Operations	(3,294.31)		3,294.31
53291	Hwy-Salt Brine Operations	7,201.38	150.00	(7,051.38)
53281	Hwy-Acquisition of Capital Assets	71,176.00		(71,176.00)
53310	Hwy-Maintenance CTHS		21,950.55	21,950.55
53311	Hwy-Maint CTHS Patrol Sectn	35,668.56	1,907,786.45	1,872,117.89
53312	Hwy-Snow Remov	46,466.18	829,981.54	783,515.36
53313	Hwy-Maintenance Gang		103,111.16	103,111.16
53314	Hwy-Maint Gang-Materials	1,495.00	2,900.00	1,405.00
53320	Hwy-Maint STHS	46,003.65	1,442,910.19	1,396,906.54
53330	Hwy-Local Roads	2,451.01	1,195,139.14	1,192,688.13
53340	Hwy-County-Aid Road Construction		456,930.91	456,930.91
53341	Hwy-County-Aid Bridge Construction		131,193.61	131,193.61
53490	Hwy-State & Local Other Services	1,134.08	555,188.46	554,054.38
	Total Public Works-Highway	(410,573.66)	11,927,033.75	12,337,607.41
	Health and Human Services			
54121	Health-Public Health	98,579.60	1,815,457.59	1,716,877.99
54122	Health-WIC Program	22,459.67	395,065.34	372,605.67
54128	Health-Public Health Grants	3,622.05	70,945.11	67,323.06
54129	Humane Officer	1,559.12	37,046.01	35,486.89
54130	Health-Dental Sealants	3,406.82	96,706.13	93,299.31
54132	Adams-Juneau Sanitation	18,216.59	361,362.23	343,145.64
54210	Edgewater-Nursing	195,419.68	4,419,757.32	4,224,337.64
54211	Edgewater-Housekeeping	9,780.21	130,363.00	120,582.79
54212	Edgewater-Dietary	39,062.93	729,116.85	690,053.92
54213	Edgewater-Laundry	4,463.48	54,222.00	49,758.52
54214	Edgewater-Maintenance	9,418.27	392,493.45	383,075.18
54217	Edgewater-Activities	10,263.27	182,474.54	172,211.27
54218	Edgewater-Social Services	8,987.52	168,537.90	159,550.38
54219	Edgewater-Administration	32,416.33	747,104.60	714,688.27
54220	Wood Haven TBI	17,424.21	865,793.39	848,369.18
54315	Mental Health/AODA Ho Chunk		27,500.00	27,500.00
54317	Human Services Crisis Stabilization	13,142.09	368,723.73	355,581.64
54324	Norwood-SNF-CMI	59,737.78	1,057,662.21	997,924.43
54325	Norwood SNF TBI	50,321.30	937,316.58	886,995.28
54326	Norwood-Inpatient	125,955.41	3,519,245.86	3,393,290.45
54350	Norwood-Dietary	34,178.65	1,159,410.65	1,125,232.00
54351	Norwood-Plant Ops & Maint	23,215.70	717,015.72	693,800.02
54363	Norwood-Medical Records	10,824.77	226,162.81	215,338.04
54365	Norwood-Administration	44,952.38	1,234,224.03	1,189,271.65
54401	Human Services-Child Welfare	115,261.12	4,349,551.57	4,234,290.45
54405	Human Services-Youth Aids	74,546.15	3,359,534.37	3,284,988.22
54410	Human Services-Child Care	7,877.56	169,244.90	161,367.34
54413	Human Services-Transportation	16,750.29	475,599.23	458,848.94
54420	Human Services-ESS	75,912.71	1,529,765.90	1,453,853.19
54425	Human Services-FSET	53,909.34	3,365,867.16	3,311,957.82
54435	Human Services-LIEAP	5,353.05	108,806.93	103,453.88
54440	Human Services-Birth to Three	14,877.73	548,250.16	533,372.43
54445	Human Services-Childrens COP	2,088.65	72,995.09	70,906.44
54450	Human Services-Childrens Waivers	15,966.27	363,058.61	347,092.34
54455	Human Services-CSP	23,350.31	524,732.64	501,382.33
54460	Human Services-OPC MH	59,171.82	1,716,242.99	1,657,071.17
54465	Human Services-CCS	63,932.53	2,539,278.90	2,475,346.37
54470	Human Services-Crisis Legal Svc	50,454.96	1,108,473.36	1,058,018.40
54475	Human Services-MH Contr COP	825.60	1,344,677.00	1,343,851.40

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 All Departments
 Friday, January 31, 2020

		2020 Actual	Budget	Variance	Variance %
54480	Human Services-OPC AODA	20,149.31	448,401.72	428,252.41	95.51%
54485	Human Services-OPC Day Treatment	3,741.04	77,283.03	73,541.99	95.16%
54495	Human Services-AODA Contract		126,100.00	126,100.00	100.00%
54500	Human Services-Administration	117,626.00	3,360,917.96	3,243,291.96	96.50%
54611	Aging-Committee on Aging		198,278.00	198,278.00	100.00%
54710	Veterans-Veterans Relief	509.09	7,697.75	7,188.66	93.39%
54720	Veterans-Veterans Service Officer	18,385.60	343,488.63	325,103.03	94.65%
54730	Veterans Relief Donations		300.00	300.00	100.00%
54740	Veterans-Care of Veterans Graves		2,865.00	2,865.00	100.00%
54750	Veterans-WDVA Grant	268.66	11,942.00	11,673.34	97.75%
	Total Health and Human Services	1,578,365.62	45,867,059.95	44,288,694.33	96.56%
	Culture, Recreation and Education				
55112	County Aid to Libraries	531,440.00	1,047,953.00	516,513.00	49.29%
55210	County Parks	77,132.32	1,753,237.98	1,676,105.66	95.60%
55441	Maintenance Snowmobile Trails	23,351.92	79,777.00	56,425.08	70.73%
55442	ATV Maintenance	68.83	11,481.00	11,412.17	99.40%
55460	Marshfield Fairgrounds	25,000.00	25,000.00		0.00%
55620	UW-Extension	11,573.30	519,625.08	508,051.78	97.77%
55630	UW-Extension Center-Marshfield	25,453.50	50,907.00	25,453.50	50.00%
55650	UW-Extension Junior Fair		32,000.00	32,000.00	100.00%
55660	UW-Extension Projects	29.30	17,700.00	17,670.70	99.83%
	Total Culture, Recreation and Education:	694,049.17	3,537,681.06	2,843,631.89	80.38%
	Conservation and Development				
56111	State Forestry Roads		7,000.00	7,000.00	100.00%
56121	Land Conservation	15,083.13	273,464.74	258,381.61	94.48%
56122	DATCP Grant	8,555.92	277,701.93	269,146.01	96.92%
56123	Wildlife Damage Abatement	2,088.20	139,382.85	137,294.65	98.50%
56125	Non-Metallic Mining Reclamation	5,414.36	40,563.50	35,149.14	86.65%
56126	MDV	195.78	25,925.91	25,730.13	99.24%
56128	Mill Creek	3,112.87	604,421.06	601,308.19	99.48%
56310	County Planner	20,369.89	397,469.20	377,099.31	94.88%
56320	Land Record	5,211.68	408,482.15	403,270.47	98.72%
56340	Surveyor	1,154.91	44,262.00	43,107.09	97.39%
56730	Transp & ED-Airport Aid		20,000.00	20,000.00	100.00%
56740	Payment in Lieu of Tax	(9,899.84)	77,344.10	87,243.94	112.80%
56750	Transp & Economic Develop	12,825.00	140,825.00	128,000.00	90.89%
56780	CDBG-ED	532.00	60,000.00	59,468.00	99.11%
56911	State Wildlife Habitat		2,500.00	2,500.00	100.00%
56913	Park & Forestry Capital Proj	29.98	44,330.00	44,300.02	99.93%
56943	Private Sewage System	7,721.55	271,313.94	263,592.39	97.15%
	Total Conservation and Development	72,395.43	2,834,986.38	2,762,590.95	97.45%
	Capital Outlay				
57120	Cap Projects-Gen Government		375,000.00	375,000.00	100.00%
57127	Cap Projects-Computers		898,555.00	898,555.00	100.00%
57210	Cap Projects-Communications		18,000.00	18,000.00	100.00%
57213	Cap Projects-Emergency Management		5,000.00	5,000.00	100.00%
57310	Highway Capital Projects		2,132,862.32	2,132,862.32	100.00%
57412	Cap Projects-Edgewater	8,076.65	320,080.00	312,003.35	97.48%
57420	Cap Projects-Norwood		344,250.00	344,250.00	100.00%
57640	UW Remodeling/Construction		12,000.00	12,000.00	100.00%
	Total Capital Outlay	8,076.65	4,105,747.32	4,097,670.67	99.80%
	Debt Service				
58140	Debt Service Principal-Highway		3,785,000.00	3,785,000.00	100.00%
58240	Debt Service Interest-Highway		600,548.50	600,548.50	100.00%
58295	Paying Agent & Fiscal Charges		42,835.00	42,835.00	100.00%
	Total Debt Service		4,428,383.50	4,428,383.50	100.00%
	Other Financing Uses				
59210	Transfers to General Fund		6,669,126.00	6,669,126.00	100.00%
59270	Transfer to Internal Service		(187,012.00)	(187,012.00)	100.00%
	Total Other Financing Uses		6,482,114.00	6,482,114.00	100.00%
	TOTAL EXPENDITURES	3,603,148.21	118,872,581.79	115,269,433.58	96.97%
	NET INCOME (LOSS) *	1,463,132.52	(5,370,396.33)	6,833,528.85	(127.24%)



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

January 31, 2020

To: Wood County Executive Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – January 2020

Human Resources Activity

	January 2020	2020 Year-to-Date
Applications Received	355	355
Positions Filled	17	17
Promotions/Transfers	2	2
New Hire Orientations	11	11
Terminations, Voluntary	11	11
Terminations, Involuntary	0	0
Retirements	0	0
Exit Interviews	1	1

Human Resources Narrative

General Highlights

1. Wood County is currently in Phase I of the Classification & Compensation Study. Project Kick-Off meetings for all employees were held on January 14th and 15th at various locations throughout the County. An email was sent to all employees with the JDQ form and instructions on January 20th. A recorded session, a copy of the presentation, and the JDQ form are all currently available on the Human Resources Intranet. Completed forms are due to Human Resources on February 21st.
2. Began wage research for the upcoming terms of office for the County Clerk, Register of Deeds, and Treasurer. Met with the County Board Chairman, Vice Chair, and Corporation Counsel on January 21st and the current incumbents (in the three constitutional offices that are up for election) on January 23rd. Will prepare a resolution for the March Executive Committee to set wages for the next term of office for the three positions.
3. Continuing the search for the County's Finance Director position. Expanded the postings and reached out to two financial consulting firms who may be able to provide interim support to the Finance Department.

Meetings & Trainings

1. Attended the Executive Committee meeting on January 7th where the HR topics addressed were: Finance Director Recruitment Plan and Health Insurance Charges for Vacant Positions Policy.
2. Attended the Judicial & Legislative Committee meeting on January 3rd to discuss the proposed policy on insurance charges for vacant positions.
3. Attended the Criminal Justice Coordinator Ad Hoc Committee meeting on January 8th, 22nd, and 23rd.

4. Attended County Board on January 21st.
5. Attended a Strategic Planning session on January 7th and the Department Head Strategic Planning Meeting on January 21st.
6. Staff attended various meetings including:
 - a. Attended SPAHRA meeting on Diversity & Inclusion on January 8th.
 - b. Attended SPAHRA Board meeting on January 7th.
 - c. Attended meeting with IT and Payroll to discuss New Hire Orientation on January 23rd.
 - d. Met with representative from Anthem to review Anthem employer portal and discuss other functions with member services on January 10th.

Benefits

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, TASC admin fees, quarterly EAP fees, and turnover reports.
3. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
4. Handled multiple concerns and requests related to pharmacy issues with Anthem.
5. Sent out three email communications regarding services offered with Anthem.
6. Updated effective dates in HRMS to reflect accurate dates for ACA Reporting for all employees on health plan. Ran coverage report and submitted to BlueWaters for creation of the 1095 forms. Provided approval for processing and mailing forms to employees.
7. Updated Sheriff Deputy vacation accrual plans in TimeStar per new Union Contract.
8. Updated 2020 rates of pay with Mutual of Omaha for employees enrolled in Short and Long-Term Disability.
9. Updated Anthem documents on the HR Intranet site.
10. Completed the North Central Health Compensation Survey related to wages for select healthcare positions in Human Services, Edgewater, and Norwood.

Recruitment

1. Updated Department of Transportation (DOT) Random list to include all commercial driver license numbers and State of Issuance for all existing participants per Statute 382.705. The quarterly random draw is up by 50% nationwide due to recent DOT changes. DOT 1st Quarter random letters sent to affected departments, with a deadline of February 28th.
2. Coordinated Dispatch testing with Mid-State Technical College to utilize their facility on February 6th. Ordered tests from Ergo Metrics and sent invitations to 79 candidates. The test will take approximate four hours and will be proctored by Human Resources.
3. Assisted District Attorney and Land Conservationist with interviews for their vacant positions (Legal Administrative Assistants, Victim Witness Secretary, and Land Conservation Specialist).
4. The Background Disclosure Form and Instructions were both recently updated by the Department of Justice. The new form and instructions were provided to certain internal departments who are required to periodically re-certify employees.
5. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets daily.
6. Worked with multiple departments to develop new job descriptions or to revise existing descriptions.
7. Reported new hires with the Wisconsin New Hire Reporting Center.
8. Multiple post-offer, pre-employment drug tests scheduled, results forwarded.
9. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of the position being filled.

The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Activity</u>
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding Deadline 2/17/2020
Replacement	Dispatch	Dispatcher-Vacancy-2 & Establish List	Dispatch testing at MSTC on 2/6/2020
New	District Attorney	Legal Administrative Assistant	Applications reviewed, interviews, references, background, offer pending
New	District Attorney	Legal Administrative Assistant	Application review, interviews held on 1/15, 1/22 & 1/29/2020
Replacement	DA/Victim Witness	Victim/Witness Secretary	Position posted, applications reviewed, and interviews scheduled for 1/22 & 1/27/2020
Replacement	Finance	Finance Director	Position reposted
New	Health	Environmental Health Asst/Spec.	Position posted, applications reviewed, interviews, references & background completed, offer made & accepted
Replacement	Health	Public Health Policy and Communication Coordinator	Position posted, applications reviewed, interviews scheduled for 2/6/2020
Replacement	Highway	Truck Operator	Position posted, applications reviewed, deadline 2/9/2020
Conversion	Human Services	CCS/CSP Programs Manager	Promotion of internal employee, position filled
New	Human Services	Family Interaction Worker (2)	Position posted, applications reviewed, interviews, references, background, offer accepted- one filled, deadline 2/9/2020
Replacement	Human Services	Social Worker-Initial Assessment/Ongoing	Position posted, applications reviewed, deadline 2/9/2020
Replacement	Human Services	Bus Driver – Casual (2)	Position posted, applications reviewed, background, references, offer accepted- one filled, deadline 2/2/2020
New/Replacement	Human Services	Economic Support Specialist (2)	Positions posted, applications reviewed, background, references, offer extended- one filled, deadline 2/2/2020
New	Human Services	Social Worker (Initial Assessment) -2	Position posted, applications reviewed, deadline 2/9/2020
New	Human Services	Social Work Supervisor-Ongoing	Position posted, applications reviewed, interviews conducted, background, references, offer made & accepted
New	Human Services	Crisis Mental Health Therapist	Position posted, applications reviewed, interviews conducted, offer accepted- filled internally (promotion)
New	Human Services	Social Worker (Ongoing)	Position posted, applications reviewed, deadline 2/9/2020
Replacement	Human Services	Crisis Interventionists – 2 Full-time	Positions posted, applications reviewed, interviews conducted, references &

			backgrounds completed, offers accepted- both positions filled
New	Human Services	Mental Health Clinician (Licensed)	Position posted, applications reviewed, interviews and 2 nd interviews scheduled
New	IT	IT Intern	Position posted, applications reviewed, deadline 1/28/2020
Replacement	Land Conservation	Land Conservation Specialist	Position posted, applications reviewed, interviews conducted on 1/21, 1/23 and 1/30/2020
New	Norwood	COTA, Occupational Therapist, Dietary Aide, Cook, RN, LPN and CNA's Multiple	Ongoing recruitment by Norwood
Replacement	Park & Forestry	Medical First Responders	Position posted, applications reviewed, interviews conducted, references & background conducted, offers made & accepted
Replacement	Park & Forestry	Camp Ranger – Dexter Park	Position posted, applications reviewed, deadline 2/9/2020
Replacement	Sheriff	Deputy Sheriff- Eligibility List	Position posted, applications reviewed, interviews conducted, background & references in process
Replacement	Sheriff	Part-Time Deputies (Reserves)	Ongoing recruitment- Position posted, applications reviewed, sent backgrounds for completion, deadline 3/8/2020
Replacement	Sheriff	Corrections Officers – one vacancy, establish eligibility list	Position posted, applications reviewed, deadline 2/9/2020 (one vacancy filled)

Safety, Risk, and Liability

1. Completed monthly reconciliation of Workers Compensation claims and funding account.
2. Working on 2020 insurance renewal with ProAssurance for Human Services (renews 4/1/2020).
3. Archiving and filing property/liability and workers' compensation claims files from 2008-present.
4. Participated in Highway Department's Safety Committee meeting on January 20, 2020.

NEW Workers' Compensation Claims (1)

1. 1/26/2020 – Edgewater – Employee slipped on untreated ice on sidewalk leaving building

OPEN Workers' Compensation Claims (4)

1. 3/28/19 – Edgewater – Employee slipped and fractured wrist during patient care (surgery required)
2. 11/11/19 – Highway – Employee strained lower back while installing snow fence
3. 11/16/19 – Sheriff's – Employee was assisting with uncooperative inmate, fractured ankle (surgery required)
4. 12/11/19 – Edgewater – Employee sustained lower back injury while moving resident

CLOSED Workers' Compensation Claims (3)

1. 9/19/19 – Norwood – Employee sustained contusions to head and neck from a combative resident
2. 11/6/19 – Human Services – Employee slipped on ice while off-site, suffered knee injury (surgery required)
3. 12/4/19 – Human Services – Employee slipped while moving wheelchair into County vehicle

First Aid Injuries (5)

1. 1/9/2020 – Parks – Employee slipped on ice exiting vehicle at South Park Shop
2. 1/10/2020 – Sheriff's – Employee was restraining uncooperative subject in Branch I
3. 1/10/2020 – Edgewater – Employee experienced left wrist pain while repositioning resident
4. 1/21/2020 – Edgewater – Employee cut left ring finger while cutting onions in kitchen
5. 1/23/2020 – HR – Employee slipped on ice in City of WR parking lot

Property/Vehicle Damage Claims (2)

1. 1/8/2020 – Damage to Sheriff's Squad #30 from car vs. deer collision (\$3,557.85)
2. 1/27/2020 – Damage to Sheriff's Squad #27 from road debris thrown from oncoming semi (no estimate received)

Liability Claims (1)

1. Date of Loss 11/13/19 – Claim received for medical expenses from resident who slipped and fell in front of Courthouse. Total claim received is for \$5,662.90. Investigation is underway.

Open EEOC/ERD Claims (2)

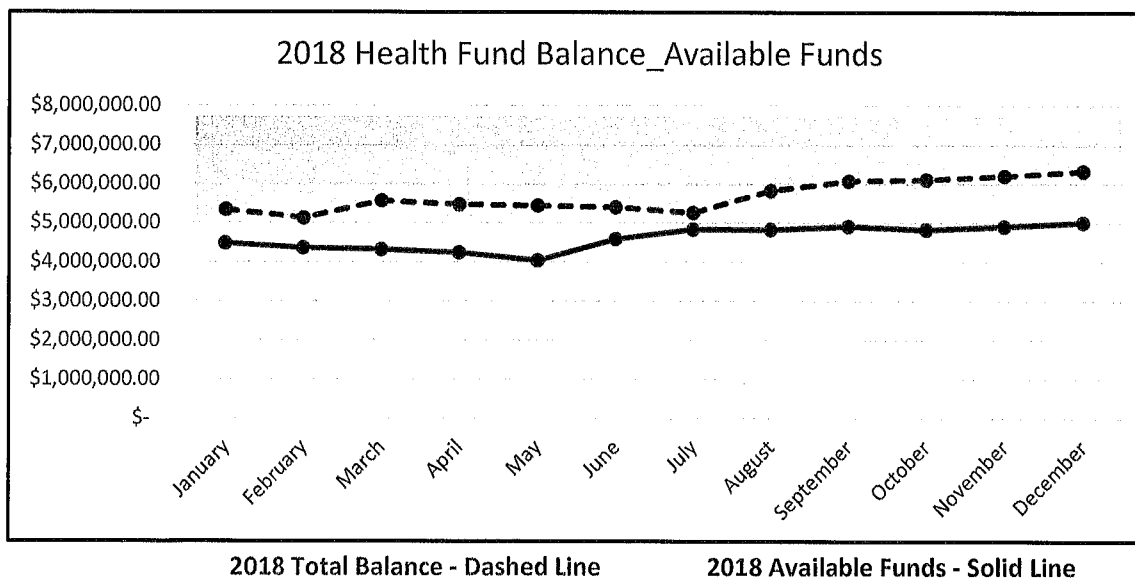
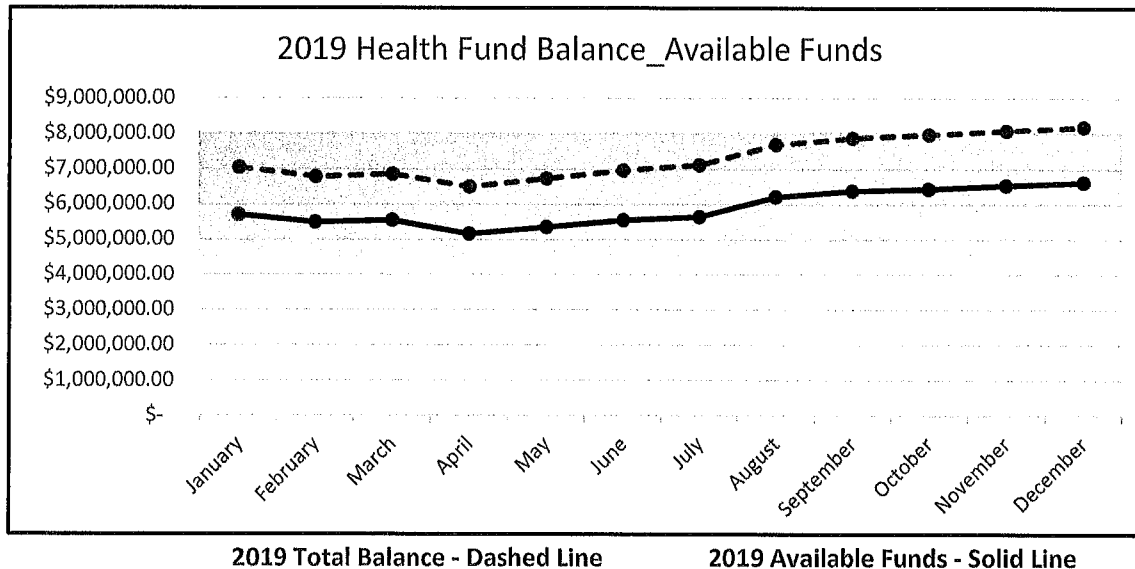
1. 9/16/19 - Claim alleging violation of the Wisconsin Fair Employment Act- submitted our position statement to the ERD on October 11th
2. 6/21/19 - Related to a 2016 claim alleging violation of the Wisconsin Fair Employment Act- Wood County successfully defended the claim at the Initial Determination stage and again after a four-day Hearing to Determine Probable Cause. The Complainant has appealed to the Labor and Industry Review Commission (LIRC). On October 4th Counsel submitted the County's Reply Brief in Opposition to the Petition for Review.

Other

1. Facilitated New Hire Orientation on January 2nd, 6th, 13th, 20th and 27th.
2. Conducted exit interviews on January 7th and 23rd including benefit and payout information.
3. Rode along with a Truck Operator on January 23rd for the "A Day in the Life" article for the next employee newsletter.
4. In preparation of the Classification & Compensation Study, scanned in all JDQ's from 2012 Wage Study as well as subsequent annual appeals from 2013-2019.
5. Responded to multiple requests from employees for past JDQ's and current job descriptions.
6. Answered multiple questions from Supervisors/Managers and employees regarding JDQ's and the Classification & Compensation Study.
7. Completed multiple questionnaires for Unemployment Insurance and reconciled and processed the December Unemployment Insurance payment.
8. Processed multiple 2019 and 2020 vouchers for payment for HR, Safety & Risk, and Wellness.
9. Ordered semi-annual Employee Length of Service Recognition Plaques. Submitted resolution to County Clerk to be included in the January County Board meeting.
10. Prepared materials and responded to multiple records requests.
11. Replied to multiple requests from surrounding counties with varied information.
12. Held weekly team meetings and bi-weekly individual staff meetings to discuss and provide updates on the department's progress towards our 2020 goals.
13. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.

Health Fund Balance

Months	2019		2018	
	Total	Available	Total	Available
January	\$ 7,021,371.56	\$ 5,685,137.45	\$ 5,325,107.44	\$ 4,466,063.78
February	\$ 6,755,901.70	\$ 5,469,001.54	\$ 5,115,644.74	\$ 4,342,724.58
March	\$ 6,834,145.97	\$ 5,529,400.66	\$ 5,551,583.01	\$ 4,304,425.43
April	\$ 6,472,162.23	\$ 5,141,045.93	\$ 5,462,109.67	\$ 4,228,079.72
May	\$ 6,701,880.37	\$ 5,329,290.53	\$ 5,430,613.86	\$ 4,027,710.81
June	\$ 6,935,298.36	\$ 5,526,859.63	\$ 5,389,571.46	\$ 4,578,811.63
July	\$ 7,088,744.49	\$ 5,617,057.79	\$ 5,247,789.82	\$ 4,822,978.42
August	\$ 7,670,878.32	\$ 6,182,575.07	\$ 5,817,203.30	\$ 4,820,156.19
September	\$ 7,858,325.78	\$ 6,358,024.31	\$ 6,067,797.47	\$ 4,901,947.05
October	\$ 7,964,236.62	\$ 6,416,974.66	\$ 6,105,707.22	\$ 4,820,156.19
November	\$ 8,073,695.68	\$ 6,514,699.74	\$ 6,198,294.08	\$ 4,901,947.05
December	\$ 8,173,200.57	\$ 6,603,418.96	\$ 6,321,744.80	\$ 5,006,814.05



For further information on HR activities, please contact the HR department.

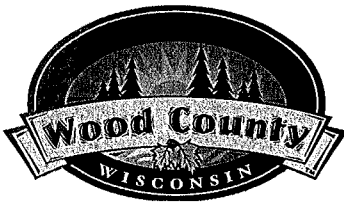


Wood County WISCONSIN

INFORMATION TECHNOLOGY

January 2020

1. The IT Security Team continues to expand the Security Awareness Program. To continue to remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
2. Continued work on building an integration between the door control system, Avigilon, and the Active Directory user system to keep both in sync with one another. This integration will help the employees that work with these systems and allow IT to automate transferring of data. Avigilon stores employee proxy card information. These cards are used for authentication on several systems, including door access, two factor, and copy machines. Avigilon is also the system that captures and stores employee photos. Several Departments have requested employee photos be uploaded to Active Directory in order to include an employee photo on County Email.
3. Developed a migration roadmap to update and move databases to more secure servers. Great progress was made this month as several databases were successfully moved.
4. Completed work on developing an employee portal that will allow County staff to review their requested IT projects and details. This portal will allow County staff to set their own project priority levels and monitor the status of those projects. As demand for IT resources increases steadily, IT is working to improve project and ticket management. Department assistance with prioritizing project work will be especially beneficial. IT will begin rolling this feature out to department heads soon.
5. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. The Edgewater Haven Matrix upgrade to CareAssist training is complete and phase 1 of the system go-live occurred on January 27th. Phase 2 go-live is scheduled for February 3, 2020. Training sessions continue through February 2020 as additional functionality is implemented. The kickoff meeting for Norwood Health upgrade to CareAssist will be scheduled as soon as the Matrix vendor is able. Elevated security training for IT staff is complete. New pharmacy interface work continues.
6. Discovery continues for the Treasurer's Office for a project that will scan and electronically archive the large collection of hard copy tax rolls that are stored in the Treasurer's vault. Hard copy tax rolls date back to 1942.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
7. Discovery for a Highway Department permit system is complete. Configuration and specification for RtVision OneGov permit solution continues. This system will provide online permit applications and payments processing.
 8. The TimeStar, electronic time card and time tracking, system configuration changes is ongoing. IT works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. TimeStar PBJ adjustments may occur after a PBJ audit. The Sheriff Department migration to real time vacation has been adjusted and deployed. Special processing that January 1st COLA requires has been simplified and is complete. TimeStar functionality for new shift differential pay groups for Norwood staff is complete.
 9. System discovery, research, and documentation regarding multiple departmental use of Quicken software is complete. Implementation and data conversion for one department with 4 database files is complete. Software upgrade and implementation for 1 remaining department will be scheduled as soon as the Human Services department is able to schedule.
 10. Discovery phase is complete for Fidar Technologies AVID software implementation for the Register of Deeds Office. Implementation is set for February 2020 and preparation including equipment order and receipt is complete.
 11. Continue transitioning systems to the new Citrix Environment. Citrix provides numerous centrally hosted applications and resources to mobile and desktop clients. This month additional programs were installed and configured on the new servers.
 12. Worked with the new Land Records Coordinator to organize and document GIS mapping software licensing and installation of GIS software, and identify needs of departments that use GIS systems.
 13. For the month of December, 365 helpdesk requests were created, with staff completing 342 tickets and leaving 168 open requests. These numbers represent service requests from departments throughout the County.
 14. IT continues to implement new ServiceDesk Desktop Central software. This software will improve software management on County devices by identifying software that is in need of upgrade. Updated



Wood County WISCONSIN

INFORMATION TECHNOLOGY

software ensures that the County network is secure by allowing us to quickly identify and address vulnerabilities. This software will also allow IT to be more efficient when deploying computers to users. During any given year IT is deploying anywhere between 125-150 machines to various departments.

15. Data migration planning continues as we prepare to eliminate the SharePoint software.
16. Continued work with the Health Department on a new mobile-friendly design for their department on the public website.
17. Continued work with the Health Department, Environmental Health Division, on software needs for their expanded well water testing programs. Current software development work is focused on adding residential testing results to the system.
18. Switched phone service providers from Solarus to Spectrum. This switch provides a cost savings and allows for greater phone system redundancy. Conversion was completed on January 9th for Norwood and January 28th for the Courthouse.
19. Installed a new Spectrum data link between Norwood and the Courthouse. This provides the County with increased speeds between locations.
20. Moved critical servers to offsite data closet to provide a more robust infrastructure, flexibility, and business continuity.
21. Built a server for Communications Department to host the Aviate microwave management software.
22. Installed Surveillance camera, server and client software at Cornerstone in conjunction with Maintenance.
23. Worked with Solarus to successfully migrate phone services at Courthouse, Highway and Wazeecha facilities. Edgewater requires additional hardware and is tentatively scheduled for February 5th or 6th. This work was completed per the request of Solarus as Solarus is updating their services. The County will continue to utilize Solarus phone and fax lines in various areas throughout County facilities.
24. Patched servers to address critical vulnerability.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

25. Continued work with the Parks and Forestry Department to improve the Park Reservations system. Met with Parks and Forestry staff to plan improvements for the 2020 camping season.
26. Continue in house development of the new Norwood Systems Supply program.
27. Continue to research Human Services TCM, Billing Software, that is scheduled to be replaced starting in 2020. IT is working with several people in Human Service to evaluate options and review requirements.
28. Staff began work on JDQs.
29. Assisted Maintenance with installation of network clock in room 206 River block.
30. Windows 7 is at end of life this month so much time was spent working with departments to develop a road map to eliminate this OS from all County equipment as quickly as possible.
31. Replacing current online video conferencing solution, Ubiety, with Webex. This will allow various departments to easily connect and collaborate with people inside and outside the organization.
32. Began work on replacing the new telephone console. The Current solution, VistaPoint, has become problematic. IT worked with the departments that use a telephone console to find a replacement product that will meet the various needs. Departments that currently use VistaPoint are: Human Services, Sheriff, Norwood, Child Support, and Health. A new server was built and the new application was installed.
33. Research on replacing current Two Factor Authentication software has begun. The current solution has become cumbersome to use and maintain. The new solution will allow staff to use multiple authentication methods such as cell phones, Yubikeys, or hardware tokens to authenticate. Two factor solutions are becoming more commonly used as a means to secure systems and resources. Current policy dictates that the Sheriff's Department utilize two factor in mobile vehicles. For added security, IT is looking to implement this solution Countywide in order to better protect all County applications and data.



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments January 2020

1. Ongoing Projects and Planning

- a. District Attorney – Demolition is nearly complete; the next phases of remodeling will continue as we work to provide an updated space for the DA's office.
- b. Edgewater Haven – This renovation is off to a good start with the initial phase of work finishing nearly a week ahead of schedule.
- c. Victim/Witness – Updates have been completed, and the V/W office has been relocated to rooms 203A&B on the second floor.
- d. Cornerstone Office – Worked with IT to provide some of the Marshfield Human Services staff the ability to remotely monitor activity in the client/reception area.
- e. Courthouse Incident Response Planning – Started a conversation with Security Services, Dispatch, Safety, IT, and others regarding some improvements to our existing public announcement system.
- f. Jail Cameras – Working with the Sheriff's Department and IT regarding a budgeted upgrade to the Jail camera system that will make it more reliable and expandable with current technology.
- g. Courthouse Snow Removal – Every winter we accumulate a sizeable snow pile in our north parking lot, and over the last few years I have received a couple questions about its location. The pile consists of the snow that is removed from County-owned parking lots in the downtown area which do not have as much space, can become more congested, or could create a higher level of hazard if the snow remained piled in those lots. This year, a County resident has asked a couple of our County Board Supervisors about relocating the snow pile. I have been working on gathering information for the committee to review regarding the snow pile location and other options that may be available; at this time, it seems any other options would carry an increased cost.

2. Miscellaneous

- a. Attended: Executive Committee, J&L, Security Committee, Health & Human Services, and County Board meetings.
- b. Received a phone call regarding a piece of property along Jackson Street. The current property owner would like to sell and is wondering if Wood County would be interested in purchasing it. I advised the property owner to contact the Administrative Coordinator.

TREASURER'S REPORT

02-03-2020

By: H. Gehrt

1. Attended Executive Committee meeting on January 7.
2. With assistance from the Sheriff's and Maintenance Departments, locked up tax deed property on January 13.
3. Attended Classification & Compensation Study presentation by Carlson Dettmann Consulting, LLC on January 15.
4. Attended Accountant's meeting on January 16.
5. Completed January Settlement statements for all 34 municipalities and sent out payments due for each taxing jurisdiction within the municipalities.
6. Attended County Board on January 21.
7. Met with ROD, Co Clerk, and Corporation Counsel to discuss where the elected officials are in regards to the classification and compensation study on January 22.
8. Participated in a conference call with a financial institution to hear about the different products and services that they offer on January 22.
9. Met with ROD, Co Clerk, and Human Resources Director to find out what the plan is going to be for our positions in regards to the classification and compensation study and when this item will be discussed on January 23.
10. Met with representatives from WoodTrust Bank to discuss our accounts and services on January 24.
11. Met with Land Information to discuss possible changes to parcel numbering and mapping on January 28.
12. Participated in the annual employee blood drive on January 31.



Wood County WISCONSIN

WELLNESS

Adam Fandre
Wellness Coordinator

Letter of Comments – January 2020

With the arrival of 2020, Wood County's new Wellness Program has officially begun. This time of the year focuses primarily on completing the first two steps, the biometric screening and health risk assessment, to qualify for the reduced health insurance premiums in 2021 and cash incentives. As of writing this, a total of four on-site biometric screenings have taken place so far, with another five scheduled between now and the end of March. These screenings are held from 6:00am-10:00am with setup typically beginning around 5:00am. As such, it is asking a lot for various locations to assist with ensuring participants are able to get access to the building long before their regular hours. Nevertheless, every location so far has been very accommodating and the extra effort is very much appreciated by the participants as well as myself.

To date, out of the 509 eligible participants, 122 have completed their biometric screening with an additional 240 tentatively scheduled at one of the later on-site biometric screenings. Out of the 122 participants who completed their biometric screening, 89 have successfully completed their health risk assessment questionnaire. Both of these activities have a deadline of March 31, 2020. I would also like to add, that almost all of the participants who missed a deadline last year, were some of the first to complete these steps this year.

The structure of the 2020 Wellness Program differs in subtle, and some not so subtle ways from past years. As such, much of my attention has centered on helping participants navigate these changes to stay on track, meet deadlines, and be successful. So far, the majority of feedback I have received has been positive. In order to continue this trend, I have been working with wellness committee members, champs, and departments to answer questions when they arise and utilize constructive feedback when it is given.

Additionally, the first of four Wellness Challenges is set to begin this month. This challenge will center on developing healthy habits with nutrition and physical activity. Likewise, since participants are receiving the results of their blood work after their biometric screening, a large part of this challenge will focus on education of what various biometric measures (cholesterol, triglycerides, blood pressure, glucose, etc.) mean, what the normal ranges are, why they are important, and how to positively influence these through lifestyle changes.

Enclosed documents:

Monthly updates

Screenshots of new wellness portal

COUNTY BOARD CLAIMS

December-19

Dec-19

Paid January 2020

CLAIMANT	MONTH	PER DIEM \$	MILEAGE \$	MEALS/PKG	TOTAL \$
				HOTEL \$	
Robert Ashbeck	Dec-19	350.00	89.32		\$439.32
Allen Breu	Dec-19	300.00	111.36		\$411.36
William Clendenning	Dec-19	665.00	125.86		\$790.86
Ken Curry	Dec-19	515.00	169.36		\$684.36
Michael Feirer	Dec-19	350.00	85.84		\$435.84
Adam Fischer	Dec-19	660.00	420.50		\$1,080.50
Jake Hahn	Dec-19	315.00	62.64		\$377.64
Brad Hamilton	Dec-19	250.00	16.24		\$266.24
Marion Hokamp	Dec-19	400.00	69.50		\$469.50
David La Fontaine	Dec-19	400.00	136.30		\$536.30
Bill Leichtnam	Dec-19	500.00	140.36		\$640.36
Doug Machon	Dec-19	550.00	432.10	16.00	\$998.10
Lance Pliml	Dec-19	500.00	34.80		\$534.80
Dennis Polach	Dec-19	415.00	42.63		\$457.63
Donna Rozar	Dec-19	610.00	214.60		\$824.60
Dawn Urban	Dec-19	250.00	67.28		\$317.28
William Winch	Dec-19	350.00	61.48		\$411.48
Joe Zurfluh	Dec-19	250.00	12.76		\$262.76
Steve Kulick	Dec-19	50.00			\$50.00
Jessica Vicente	Jan-Dec 19	650.00	249.40		\$899.40
		\$ 8,330.00	\$ 2,542.33	\$ 16.00	\$ 10,888.33

Chairman

Executive Committee

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2020

For the range of vouchers: 06190300 - 06190336 06200001 - 06200010

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06190300	UNITED MAILING SERVICE	MAIL FEES DEC 1 - 31, 2019	01/13/2020	\$834.19	P
06190301	WISCONSIN MEDIA	VAR ADS 12/1 - 12/31/19 WIS ME	01/14/2020	\$2,204.40	P
06190302	WI DEPT OF ADMINISTRATION	2019 ANNUAL DOG & MAR LIC FEES	01/17/2020	\$10,635.85	P
06190303	TOWN OF ARPIN	2019 DOG LICENSE REFUND T/ARP	01/17/2020	\$13.54	P
06190304	TOWN OF AUBURNDALE	2019 DOG LICENSE REFUND T/AUB	01/17/2020	\$11.53	P
06190305	TOWN OF CAMERON	2019 DOG LICENSE REFUND T/CAM	01/20/2020	\$7.24	P
06190306	TOWN OF CARY	2019 DOG LICENSE REFUND T/CARY	01/17/2020	\$4.83	P
06190307	TOWN OF CRANMOOR	2019 DOG LICENSE REFUND T/CRAN	01/17/2020	\$2.82	P
06190308	TOWN OF DEXTER	2019 DOG LICENSE REFUND T/DEX	01/17/2020	\$16.09	P
06190309	TOWN OF GRAND RAPIDS	2019 DOG LICENSE REFUND T/GRRA	01/17/2020	\$153.36	P
06190310	TOWN OF HANSEN	2019 DOG LICENSE REFUND T/HANS	01/17/2020	\$12.07	P
06190311	TOWN OF HILES	2019 DOG LICENSE REFUND T/HILE	01/17/2020	\$3.23	P
06190312	TOWN OF LINCOLN	2019 DOG LICENSE REFUND T/LINC	01/17/2020	\$25.74	P
06190313	TOWN OF MARSHFIELD	2019 DOG LICENSE REFUND T/MFLD	01/17/2020	\$11.26	P
06190314	TOWN OF MILLADORE	2019 DOG LICENSE REFUND T/MILL	01/17/2020	\$12.47	P
06190315	TOWN OF PORT EDWARDS	2019 DOG LICENSE REFUND T/PT E	01/17/2020	\$18.63	P
06190316	TOWN OF REMINGTON	2019 DOG LICENSE REFUND T/REMI	01/17/2020	\$7.50	P
06190317	TOWN OF RICHFIELD	2019 DOG LICENSE REFUND T/RICH	01/17/2020	\$24.40	P
06190318	TOWN OF ROCK TREAS LISA M WALLIS	2019 DOG LICENSE REFUND T/ROCK	01/17/2020	\$14.08	P
06190319	TOWN OF RUDOLPH	2019 DOG LICENSE REFUND T/RUD	01/17/2020	\$13.14	P
06190320	TOWN OF SARATOGA	2019 DOG LICENSE REFUND T/SARA	01/17/2020	\$102.95	P
06190321	TOWN OF SENECA	2019 DOG LICENSE REFUND T/SENE	01/17/2020	\$16.62	P
06190322	TOWN OF SHERRY	2019 DOG LICENSE REFUND T/SHER	01/17/2020	\$8.45	P
06190323	TOWN OF SIGEL	2019 DOG LICENSE REFUND T/SIGE	01/17/2020	\$19.71	P
06190324	TOWN OF WOOD	2019 DOG LICENSE REFUND T/WOOD	01/17/2020	\$13.67	P
06190325	VILLAGE OF ARPIN-TREASURER	2019 DOG LICENSE REFUND V/ARP	01/17/2020	\$2.68	P
06190326	VILLAGE OF AUBURNDALE TR D MARTH	2019 DOG LICENSE REFUND V/AUB	01/17/2020	\$10.32	P
06190327	VILLAGE OF BIRON	2019 DOG LICENSE REFUND V/BIRO	01/17/2020	\$17.56	P
06190328	VILLAGE OF HEWITT	2019 DOG LICENSE REFUND V/HEW	01/17/2020	\$19.04	P
06190329	VILLAGE OF MILLADORE	2019 DOG LICENSE REFUND V/MILL	01/17/2020	\$5.63	P
06190330	VILLAGE OF PORT EDWARDS TREAS	2019 DOG LICENSE REFUND V/PTED	01/17/2020	\$14.74	P
06190331	VILLAGE OF RUDOLPH	2019 DOG LICENSE REFUND V/RUD	01/17/2020	\$5.49	P
06190332	VILLAGE OF VESPER	2019 DOG LICENSE REFUND V/VESP	01/17/2020	\$5.36	P
06190333	CITY OF MARSHFIELD TREASURER	2019 DOG LICENSE REFUND C/MFLD	01/17/2020	\$124.00	P

Committee Report - County of Wood

COUNTY CLERK - JANUARY 2020

06200001 - 06200010 06190300 - 06190336

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06190334	CITY OF NEKOOSA TREASURER	2019 DOG LICENSE REFUND C/NEK	01/17/2020	\$19.44	P
06190335	CITY OF PITTSVILLE TREASURER	2019 DOG LICENSE REFUND C/PITT	01/17/2020	\$22.65	P
06190336	CITY OF WIS RAPIDS TREASURER	2019 DOG LICENSE REFUND C/WR	01/17/2020	\$85.25	P
06200001	AEGIS CORPORATION	Position Schedule Bond - 2020	01/01/2020	\$1,505.00	P
06200002	MAILFINANCE	Lease Payment - Mail Machine	01/02/2020	\$1,552.86	P
06200003	WISCONSIN COUNTIES ASSOCIATION	2020 Dues	01/01/2020	\$11,312.00	P
06200004	WCCA (COUNTY CLERK'S ASSOC)	2020 Dues	01/08/2020	\$125.00	P
06200005	WI COUNTY CONSTITUTIONAL OFFICERS	2020 WCCO Conference Reg.	01/08/2020	\$75.00	P
06200006	NORTH CENTRAL ITBEC	2020 ITBEC Dues	01/09/2020	\$1,955.00	P
06200007	ELECTION SYSTEMS & SOFTWARE	Yearly Mtnce Licensing Fee	01/08/2020	\$3,428.78	P
06200008	LANGTON DENNIS	Jan 2020 Deliveries	01/13/2020	\$85.50	P
06200009	US BANK	VISA Charges - January	01/22/2020	\$806.00	
06200010	ELECTION SYSTEMS & SOFTWARE	Layout Charges/Spring Primary	01/20/2020	\$1,240.20	
Grand Total:				\$36,605.27	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: FINANCE

For the period of: JANUARY 2020

For the range of vouchers: 14190396 - 14190401 14200001 - 14200043

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14190396	DELUXE	1099 FORMS & ENVELOPES	12/09/2019	\$186.98	P
14190397	TRUE IT LLC	DYNAMICS SUPPORT	12/31/2019	\$350.00	P
14190398	QUARLES & BRADY LLP	PROF SVCS 2019 PROM NOTES	10/08/2019	\$11,000.00	P
14190399	UW - MARSHFIELD WOOD COUNTY	REIMBURSEMENT FOR CIP EXPENSES	12/31/2019	\$1,340.63	P
14190400	EAGLE FLIGHT BUSINESS FORMS	W-2S AND ENVELOPES	12/31/2019	\$219.09	P
14190401	UW - MARSHFIELD WOOD COUNTY	REIMBURSEMENT OF CIP EXPENSES	12/31/2019	\$2,050.00	P
14200001	BLITT AND GAINES PC	GARNISHMENT PAYMENT	01/03/2020	\$228.26	P
14200002	BOSTON MUTUAL	WHOLE LIFE INSURANCE	01/03/2020	\$1,308.18	P
14200003	GREAT LAKES HIGHER EDUCATION CORP	GARNISHMENT PAYMENT	01/03/2020	\$305.20	P
14200004	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	01/03/2020	\$3,721.86	P
14200005	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/03/2020	\$2,055.28	P
14200006	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/03/2020	\$3,711.20	P
14200007	SCHUELKE SUSAN A	GARNISHMENT PAYMENT	01/03/2020	\$73.64	P
14200008	SOLID OAK FINANCE	GARNISHMENT PAYMENT	01/03/2020	\$165.78	P
14200009	VRUWINK DANIEL DVM	GARNISHMENT PAYMENT	01/03/2020	\$193.72	P
14200010	TRUE IT LLC	DYNAMICS SUPPORT	01/08/2020	\$100.00	P
14200011	ARPIN PUBLIC LIBRARY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$15,993.50	P
14200012	CHARLES AND JOANNE LESTER LIBRARY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$33,425.00	P
14200013	CITY OF MARSHFIELD TREASURER	2020 TAX AID	01/16/2020	\$25,000.00	P
14200014	GRANTON COMMUNITY LIBRARY	2020 LIBRARY REIMBURSEMENT	01/16/2020	\$492.00	P
14200015	LESTER PUBLIC LIBRARY OF ROME	2020 LIBRARY REIMBURSEMENT	01/16/2020	\$2,870.14	P
14200016	MARSHFIELD PUBLIC LIBRARY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$151,709.50	P
14200017	MCMILLAN MEMORIAL LIBRARY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$290,421.00	P
14200018	NECEDAH SIEGLER MEMORIAL LIBRARY	2020 LIBRARY REIMBURSEMENT	01/16/2020	\$136.00	P
14200019	OWEN PUBLIC LIBRARY	2020 LIBRARY REIMBURSEMENT	01/16/2020	\$106.18	P
14200020	PITTSVILLE COMMUNITY LIBRARY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$16,666.50	P
14200021	SOUTH CENTRAL LIBRARY SYSTEM	2020 TAX AID	01/16/2020	\$11,546.68	P
14200022	UW - MARSHFIELD WOOD COUNTY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$25,453.50	P
14200023	VESPER PUBLIC LIBRARY	2020 1ST INSTALLMENT TAX AID	01/16/2020	\$8,073.50	P
14200024	AGING RESOURCE CENTER OF CENTRAL WISCONSIN	1ST QTR 2020 TAX LEVY	01/09/2020	\$49,569.50	P
14200025	BLITT AND GAINES PC	GARNISHMENT PAYMENT	01/16/2020	\$251.77	P
14200026	BOSTON MUTUAL	WHOLE LIFE INSURANCE	01/16/2020	\$1,308.18	P
14200027	CROWN ASSET MANAGEMENT LLC	GARNISHMENT PAYMENT	01/16/2020	\$262.14	P

Committee Report - County of Wood

FINANCE - JANUARY 2020

14200001 - 14200043 14190396 - 14190401

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14200028	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/16/2020	\$2,049.42	P
14200029	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INS	01/16/2020	\$3,770.69	P
14200030	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/16/2020	\$3,851.19	P
14200031	PIONEER CREDIT RECOVERY	GARNISHMENT PAYMENT	01/16/2020	\$304.46	P
14200032	SCHUELKE SUSAN A	GARNISHMENT PAYMENT	01/16/2020	\$73.64	P
14200033	VRUWINK DANIEL DVM	GARNISHMENT PAYMENT	01/16/2020	\$200.11	P
14200034	WIPFLI LLP	2019 PRELIMINARY AUDIT SERVICE	01/15/2020	\$3,000.00	P
14200035	BLITT AND GAINES PC	GARNISHMENT PAYMENT	01/30/2020	\$210.90	
14200036	BOSTON MUTUAL	WHOLE LIFE INSURANCE	01/30/2020	\$1,302.18	
14200037	CROWN ASSET MANAGEMENT LLC	GARNISHMENT PAYMENT	01/30/2020	\$235.27	
14200038	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/30/2020	\$2,038.18	
14200039	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	01/30/2020	\$3,620.07	
14200040	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/30/2020	\$3,748.96	
14200041	PIONEER CREDIT RECOVERY	GARNISHMENT PAYMENT	01/30/2020	\$316.10	
14200042	SCHUELKE SUSAN A	GARNISHMENT PAYMENT	01/30/2020	\$73.64	
14200043	VRUWINK DANIEL DVM	GARNISHMENT PAYMENT	01/30/2020	\$189.91	

Grand Total:**\$685,279.63**Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

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Committee Report

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: JANUARY 2020

For the range of vouchers: 17190118 - 17190125 17200001 - 17200004

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17190118	AMAZON CAPITAL SERVICES	Office Supplies	12/20/2019	\$7.29	P
17190119	NRG MEDIA LLC	Edgewater Haven Radio Ads	12/20/2019	\$1,860.00	P
17190120	NRG MEDIA LLC	Edgewater Haven Radio Ads	12/31/2019	\$248.00	P
17190121	BLUE WATER BENEFITS CONSULTING LLC	2019 Q4 Reporting	12/27/2019	\$947.40	P
17190122	NRG MEDIA LLC	Edgewater Haven Radio Ads	01/22/2020	\$1,612.00	P
17190123	WI DEPT OF WORKFORCE DEVELOPMENT	Unemployment Charges-Dec 2019	12/31/2019	\$2,895.19	P
17190124	CONCENTRA HEALTH SERVICES INC	Drug & Alcohol Testing	12/19/2019	\$950.00	P
17190125	DIETRICH VANDERWAAL SC	Legal Fees	12/31/2019	\$5,436.12	
17200001	KEY BENEFIT CONCEPTS LLC	OPEB/GASB Valuation Report	01/03/2020	\$480.00	P
17200002	WACPD	WACPD Membership Dues 2020	01/01/2020	\$25.00	P
17200003	US BANK	P Card Charges - Jan 2020	01/16/2020	\$635.82	
17200004	HORTON GROUP INC THE	Consulting Fees - January 2020	01/20/2020	\$2,083.33	
Grand Total:				\$17,180.15	

Signatures

Committee Chair:

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Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JANUARY 2020

For the range of vouchers: 27190425 - 27190462 27200001 - 27200035

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27190425	AMAZON CAPITAL SERVICES	HEALTH DEPT PHONE CASES	12/09/2019	\$46.96	P
27190426	AMAZON CAPITAL SERVICES	ARLO SECURITY	12/10/2019	\$630.79	P
27190427	AMAZON CAPITAL SERVICES	SHARPOINT REPLACEMENT-HARDWARE	12/20/2019	\$599.92	P
27190428	AMAZON CAPITAL SERVICES	SHERIFF WALL DISPLAYS	12/20/2019	\$763.93	P
27190429	AMAZON CAPITAL SERVICES	VW HEADSETS	12/20/2019	\$380.38	P
27190430	BAYCOM INC	PARKS TOUGHBOOK	12/18/2019	\$2,748.00	P
27190431	CDW GOVERNMENT INC	DR SITE POWER CABLING	12/04/2019	\$82.70	P
27190432	AKITABOX INC	SHAREPOINT REPLACEMENT	12/19/2019	\$4,375.00	P
27190433	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/26/2019	\$486.86	P
27190434	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	12/26/2019	\$15.77	P
27190435	AMAZON CAPITAL SERVICES	CONFERENCE RM, HELP DESK UPS	12/28/2019	\$2,472.86	P
27190436	CDW GOVERNMENT INC	NETMOTION MAINTENANCE	12/13/2019	\$3,750.00	P
27190437	CDW GOVERNMENT INC	COMMVAULT MAINTENANCE	12/16/2019	\$29,000.00	P
27190438	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	11/24/2019	\$1,120.00	P
27190439	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	11/26/2019	\$1,074.76	P
27190440	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	11/28/2019	\$8,015.20	P
27190441	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	12/10/2019	\$1,644.28	P
27190442	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	12/17/2019	\$827.62	P
27190443	INSIGHT PUBLIC SECTOR INC	FSET EDGEWATER ROOM KIT	12/10/2019	\$1,015.66	P
27190444	AMAZON CAPITAL SERVICES	HWY PHONE CASE	12/30/2019	\$59.22	P
27190445	CHARTER COMMUNICATIONS	INTERNET PRO100	12/24/2019	\$130.00	P
27190446	EO JOHNSON COMPANY INC	PAPERCUT BILLING 4TH QTR 2019	12/31/2019	\$1,631.82	P
27190447	FRONTIER COMMUNICATIONS	PHONE CHARGES	12/22/2019	\$1,160.37	P
27190448	INSIGHT PUBLIC SECTOR INC	FSET EDGEWATER ROOM KIT	12/05/2019	\$5,685.12	P
27190449	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	12/20/2019	\$879.38	P
27190450	INSIGHT PUBLIC SECTOR INC	FINAL 2019 PC ORDER	12/23/2019	\$2,445.36	P
27190451	INSIGHT PUBLIC SECTOR INC	MFLD VOICE ROUTER	12/24/2019	\$6,256.84	P
27190452	MARSHFIELD UTILITIES	FIBEROPTIC - 4TH QTR 2019	12/27/2019	\$301.08	P
27190453	TIME WARNER CABLE	NETWORK SERVICES	12/01/2019	\$3,616.00	P
27190454	US BANK	CREDIT CARD CHARGES	12/26/2019	\$39.99	P
27190455	US CELLULAR	CELL PHONE CHGS ACCT 277407322	12/16/2019	\$1,434.93	P
27190456	US CELLULAR	CELL PHONE CHGS ACCT 851710598	12/16/2019	\$666.82	P
27190457	US CELLULAR	CELL PHONE CHGS ACCT 203538532	12/20/2019	\$2,372.48	P
27190458	US CELLULAR	CELL PHONE CHGS ACCT 203391922	12/20/2019	\$85.95	P

Committee Report - County of Wood

INFORMATION TECHNOLOGY - JANUARY
2020

27200001 - 27200035 27190425 - 27190462

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27190459	US BANK	CREDIT CARD CHARGES	12/26/2019	\$59.98	P
27190460	US BANK	CREDIT CARD CHARGES	01/16/2020	\$239.88	
27190461	CENTURYLINK	LONG DISTANCE CHARGES-DEC	12/31/2019	\$170.06	
27190462	APPLE INC	SHAREPOINT REPLACEMENT	12/24/2019	\$598.00	
27200001	CITIES DIGITAL	LASERFICHE 2020 MAINTENANCE	10/21/2019	\$6,700.00	P
27200002	SERGEANT LABORATORIES INC	ARISTOTLE 2020 MAINTENANCE	12/13/2019	\$4,824.92	P
27200003	SINGLEWIRE SOFTWARE	SINGLEWIRE 2020 MAINTENANCE	12/23/2019	\$5,680.00	P
27200004	SOLARUS	PHONE CHGS ACCT 00063942-1	01/01/2020	\$8,892.80	P
27200005	SOLARUS	PHONE CHGS ACCT 00077856-5	01/01/2020	\$300.26	P
27200006	SOLARUS	PHONE CHGS ACCT 00061009-7	01/01/2020	\$69.99	P
27200007	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	01/06/2020	\$3,421.39	P
27200008	VERIZON	CELL CHGS ACCT 242258062-00001	01/01/2020	\$2,333.81	P
27200009	AMAZON CAPITAL SERVICES	PARKS PHONE CASE	01/04/2020	\$24.86	P
27200010	AMAZON CAPITAL SERVICES	HEADSET	01/06/2020	\$281.99	P
27200011	AMAZON CAPITAL SERVICES	HSD PHONE CASES	01/06/2020	\$23.98	P
27200012	AMAZON CAPITAL SERVICES	HEADSET ACCESSORIES	01/08/2020	\$33.18	P
27200013	TIME WARNER CABLE	NETWORK SERVICES	01/03/2020	\$2,120.00	P
27200014	AMAZON CAPITAL SERVICES	NORWOOD NETWORK CLOSET	01/11/2020	\$314.12	P
27200015	AMAZON CAPITAL SERVICES	HS YJ HEADSET	01/15/2020	\$83.27	P
27200016	AMAZON CAPITAL SERVICES	NORWOOD HEADSETS	01/16/2020	\$529.70	P
27200017	BAYCOM INC	DOCK ADAPTOR	01/13/2020	\$18.00	P
27200018	CDW GOVERNMENT INC	ROD AVID EQUIPMENT	01/02/2020	\$3,157.17	P
27200019	CDW GOVERNMENT INC	ROD AVID EQUIPMENT	01/03/2020	\$86.59	P
27200020	CDW GOVERNMENT INC	ROD AVID EQUIPMENT	01/06/2020	\$407.16	P
27200021	CDW GOVERNMENT INC	NORWOOD SIP CHARTER	01/07/2020	\$536.57	P
27200022	CHARTER COMMUNICATIONS	MARSHFIELD INTERNET	01/09/2020	\$392.45	P
27200023	US BANK	CREDIT CARD CHARGES	01/16/2020	\$86.86	
27200024	CARAHSOFT TECHNOLOGY CORP	2020 LINKEDIN LICENSES	01/27/2020	\$5,000.00	
27200025	CITRIX SYSTEMS INC	2020 CTIRIX LICENSE RENEWAL	01/27/2020	\$33,842.47	
27200026	FRONTIER COMMUNICATIONS	PHONE CHARGES	01/19/2020	\$137.14	
27200027	FRONTIER COMMUNICATIONS	PHONE CHARGES	01/22/2020	\$1,151.95	
27200028	INSIGHT PUBLIC SECTOR INC	2020 FIRST PC ORDER HS	01/10/2020	\$6,918.17	
27200029	INSIGHT PUBLIC SECTOR INC	2020 FIRST PC ORDER MONITORS	01/10/2020	\$5,440.69	
27200030	INTER-QUEST CORP	2020 WEBEX LICENSING	01/20/2020	\$1,617.00	
27200031	TDS TELECOM	PHONE CHARGES	01/28/2020	\$69.71	
27200032	TDS TELECOM	PHONE CHARGES	01/28/2020	\$57.39	
27200033	TDS TELECOM	PHONE CHARGES	01/28/2020	\$43.79	
27200034	TDS TELECOM	PHONE CHARGES	01/28/2020	\$58.94	
27200035	TDS TELECOM	PHONE CHARGES	01/28/2020	\$23.35	

Grand Total:**\$181,563.64**

Signatures

Committee Chair:

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Committee Member:

Committee Member:

Committee Member:

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Committee Member:

Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JANUARY 2020

For the range of vouchers: 19191393 - 19191448 19200001 - 19200067 50121015 - 50121015

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19191393	DIAMOND BUSINESS GRAPHICS	BUSINESS CARDS - CTY BRD	12/05/2019	\$29.82	P
19191394	DIRECT SUPPLY INC	SIGNAGE - HS RB	12/11/2019	\$54.00	P
19191395	KRANZ INC	CLEANING SUPPLIES	12/20/2019	\$448.19	P
19191396	MIDLAND PAPER	PAPER SUPPLIES	12/20/2019	\$142.26	P
19191397	NASSCO INC	PAPER SUPPLIES	12/19/2019	\$252.00	P
19191398	QUALITY PLUS PRINTING INC	HUMAN SERVICES B23 FORMS	12/19/2019	\$290.00	P
19191399	SCHILLING SUPPLY COMPANY	CLEANING SUPPLIES	12/23/2019	\$444.40	P
19191400	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	12/25/2019	\$3,979.85	P
19191401	ADVANCE SUPPLY LLC	JANITORIAL SUPPLIES	12/26/2019	\$481.53	P
19191402	BAUER'S FLOOR MART	SHERIFF REMODEL - CARPET	12/05/2019	\$3,755.88	P
19191403	CEIA USA LTD	CH SECURITY - TRANSIT COUNTER	12/19/2019	\$482.58	P
19191404	CEIA USA LTD	CH SECURITY - SERVICE CALL	12/23/2019	\$1,600.00	P
19191405	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC	01/03/2020	\$5,328.80	P
19191406	CRESCENT ELECTRIC SUPPLY CO	RB POWER SUPPLIES	12/04/2019	\$116.66	P
19191407	CRESCENT ELECTRIC SUPPLY CO	LIGHT BULBS	12/18/2019	\$115.00	P
19191408	EGI MECHANICAL INC	JAIL CHILLER REPLACEMENT	12/16/2019	\$53,550.00	P
19191409	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	12/26/2019	\$294.04	P
19191410	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING COURTHOUSE	12/23/2019	\$1,890.00	P
19191411	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING RIVER BLOCK	12/23/2019	\$1,100.00	P
19191412	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING ELKS LOT	12/23/2019	\$730.00	P
19191413	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING MUPPET LOT	12/23/2019	\$475.00	P
19191414	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING COURTHOUSE	12/28/2019	\$70.00	P
19191415	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING RIVER BLOCK	12/28/2019	\$35.00	P
19191416	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING ELKS LOT	12/28/2019	\$35.00	P
19191417	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING MUPPET LOT	12/28/2019	\$35.00	P
19191418	RON'S REFRIGERATION & AC INC	REPAIR DISPATCH HVAC	12/27/2019	\$260.00	P
19191419	ULINE	SHOP SUPPLIES	12/30/2019	\$418.81	P
19191420	ULINE	CH SECURITY - TOTES	12/31/2019	\$198.75	P
19191421	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC HUMAN SVCS	12/26/2019	\$459.32	P
19191422	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	12/26/2019	\$229.26	P
19191423	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	12/26/2019	\$50.68	P
19191424	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	12/26/2019	\$10.51	P
19191425	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	12/26/2019	\$607.21	P
19191426	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	12/26/2019	\$97.56	P

Committee Report - County of Wood

MAINTENANCE - JANUARY 2020

50121015 - 50121015 19200001 - 19200067 19191393 - 19191448

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19191427	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	12/26/2019	\$193.17	P
19191428	WISCONSIN VALLEY BUILDING PRODUCTS	TOOLS	12/26/2019	\$504.90	P
19191429	ADVANCED DISPOSAL	WASTE DISPOSAL FEES	12/31/2019	\$643.50	P
19191430	ADVANCED DISPOSAL	CH REMODEL-WASTE DISPOSAL FEES	12/31/2019	\$322.13	P
19191431	APPLIED INDUSTRIAL TECHNOLOGY	BELTS	12/27/2019	\$11.62	P
19191432	APPLIED INDUSTRIAL TECHNOLOGY	BELTS	12/30/2019	\$11.62	P
19191433	CRESCENT ELECTRIC SUPPLY CO	LIGHT BULBS	12/30/2019	\$115.00	P
19191434	EGI MECHANICAL INC	JAIL CHILLER REPLACEMENT	12/31/2019	\$22,950.00	P
19191435	QUALITY DOOR & HARDWARE	MISC HARDWARE	12/31/2019	\$114.82	P
19191436	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING COURTHOUSE	12/31/2019	\$600.00	P
19191437	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING RIVER BLOCK	12/31/2019	\$265.00	P
19191438	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING ELKS LOT	12/31/2019	\$175.00	P
19191439	KOLO TRUCKING AND EXCAVATING INC	SNOW PLOWING MUPPET LOT	12/31/2019	\$105.00	P
19191440	WE ENERGIES	GAS SERVICE JAIL	12/28/2019	\$1,588.18	P
19191441	WE ENERGIES	GAS SERVICE COMMUNICATIONS	12/28/2019	\$314.16	P
19191442	WE ENERGIES	GAS SERVICE COURTHOUSE	12/28/2019	\$3,672.68	P
19191443	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	12/28/2019	\$458.97	P
19191444	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	12/28/2019	\$146.58	P
19191445	WE ENERGIES	GAS SERVICE HUMAN SERVICES	12/28/2019	\$163.14	P
19191446	WE ENERGIES	GAS SERVICE RIVER BLOCK	12/28/2019	\$1,832.79	P
19191447	COMPLETE CONTROL	RB ELECTRIC HEATER REPAIR	12/31/2019	\$348.69	P
19191448	HOME DEPOT CREDIT SERV (Maintenance)	CH, RB, DA REMODEL, SHERIFF	01/05/2020	\$1,010.58	P
19200001	CITY OF WISCONSIN RAPIDS	3407749 SPECIAL ASSESSMENT	01/01/2020	\$1,266.73	P
19200002	OTIS ELEVATOR CO	2020 CH ELEVATOR SVC CONTRACT	12/20/2019	\$2,246.56	P
19200003	OTIS ELEVATOR CO	2020 RB ELEVATOR SVC CONTRACT	12/20/2019	\$4,285.71	P
19200004	US POSTAL SERVICE	OFFICE SUPPLIES	01/07/2020	\$316.05	P
19200005	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/07/2020	\$25.00	P
19200006	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/07/2020	\$1,052.50	P
19200007	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/07/2020	\$96.00	P
19200008	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/07/2020	\$165.00	P
19200009	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/07/2020	\$32.00	P
19200010	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/07/2020	\$34.00	P
19200011	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/14/2020	\$118.95	P
19200012	HEINZEN PRINTING INC	OFFICE SUPPLIES	01/14/2020	\$491.00	P
19200013	ACE HARDWARE	WATER SOFTENER SALT	01/07/2020	\$377.37	P
19200014	AMAZON CAPITAL SERVICES	CH TOOLS/SUPPLIES	01/06/2020	\$1,044.72	P
19200015	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	01/08/2020	\$226.21	P
19200016	FLAGS USA	COURTHOUSE FLAGS	01/07/2020	\$307.00	P
19200017	KRISS PREMIUM PRODUCTS INC	BOILER CHEMICALS	01/03/2020	\$591.21	P
19200018	SUPERIOR CHEMICAL CORPORATION	ICE MELT	01/10/2020	\$2,057.72	P
19200019	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/15/2020	\$65.00	P
19200020	QUALITY PLUS PRINTING INC	OFFICE SUPPLIES	01/15/2020	\$40.00	P
19200021	ACE HARDWARE	SHOP SUPPLIES	01/10/2020	\$19.35	P
19200022	ADVANCED ASBESTOS REMOVAL INC	CH UPDATE-VW ASBESTOS REMOVAL	01/06/2020	\$2,195.00	P

Committee Report - County of Wood

MAINTENANCE - JANUARY 2020

50121015 - 50121015 19200001 - 19200067 19191393 - 19191448

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19200067	WRIGHTS CAP LLC	TRUCK MAINTENANCE	01/17/2020	\$66.47	
50121015	STEEN MACEK PAPER COMPANY		01/23/2020	\$1,090.80	
Grand Total:				\$165,660.89	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: RISK MANAGEMENT

For the period of: JANUARY 2020

For the range of vouchers: 23190070 - 23190071 23200001 - 23200004

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
23190070	PROASSURANCE CASUALTY COMPANY	Prof Liability Ins - HS	12/27/2019	\$240.00	P
23190071	AMAZON CAPITAL SERVICES	Fire Extinguisher Signs	12/20/2019	\$165.00	P
23200001	AEGIS CORPORATION	Crime Policy	01/01/2020	\$2,060.00	P
23200002	JOHNSON INSURANCE	Employment Practice Liability	01/08/2020	\$14,437.00	P
23200003	AMAZON CAPITAL SERVICES	Safety Supplies	01/10/2020	\$8.70	P
23200004	TJ'S AUTO & COLLISION REPAIR	Vehicle Damage - Squad #30	01/09/2020	\$3,557.85	
Grand Total:				\$20,468.55	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: TREASURER

For the period of: JANUARY 2020

For the range of vouchers: 28190326 - 28190330 28200001 - 28200022

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28190326	BEAVER CREEK NURSERY & LANDSCAPING LLC	TAX DEED SHOVELING	12/16/2019	\$60.00	P
28190327	STAPLES ADVANTAGE	OFFICE SUPPLIES	12/11/2019	\$397.12	P
28190328	CITY OF MARSHFIELD	TAX DEED SNOW REMOVAL	12/31/2019	\$190.00	P
28190329	MARSHFIELD UTILITIES	TAX DEED UTILITIES	12/31/2019	\$103.93	P
28190330	WOODTRUST BANK	DECEMBER MONTHLY SERVICE FEES	12/31/2019	\$568.51	P
28200001	CITY OF MARSHFIELD	DECEMBER SPECIALS	01/08/2020	\$171.62	P
28200002	CITY OF NEKOOSA TREASURER	DECEMBER SPECIALS	01/08/2020	\$236.91	P
28200003	CITY OF PITTSVILLE TREASURER	DECEMBER SPECIALS	01/08/2020	\$61.51	P
28200004	GCS SOFTWARE INC	ANNUAL SOFTWARE CHARGE	01/08/2020	\$15,000.00	P
28200005	HARRING MARK STANDING CHAPTER 13 TRUSTEE	TAX OVERPAYMENT REFUND	01/08/2020	\$149.77	P
28200006	STATE OF WISCONSIN TREASURER	4TH QTR PROBATE & BIRTH FEES	01/08/2020	\$33,526.38	P
28200007	TOWN OF PORT EDWARDS	DECEMBER SPECIALS	01/08/2020	\$183.15	P
28200008	TOWN OF SARATOGA	DECEMBER SPECIALS	01/08/2020	\$1,305.09	P
28200009	TOWN OF GRAND RAPIDS	DECEMBER SPECIALS	01/08/2020	\$460.83	P
28200010	VILLAGE OF ARPIN TREASURER	DECEMBER SPECIALS	01/08/2020	\$1,453.82	P
28200011	VILLAGE OF VESPER	DECEMBER SPECIALS	01/08/2020	\$193.14	P
28200012	VILLAGE OF HEWITT	DECEMBER SPECIALS	01/08/2020	\$927.96	P
28200013	VILLAGE OF PORT EDWARDS TREAS	DECEMBER SPECIALS	01/08/2020	\$699.83	P
28200014	WI DEPT OF ADMINISTRATION	DECEMBER WI LAND INFO	01/08/2020	\$6,706.00	P
28200015	WI REAL PROPERTY LISTERS ASSN	2020 WRPLA MEMBERSHIP DUES	01/08/2020	\$70.00	P
28200016	WI COUNTY CONSTITUTIONAL OFFICERS	2020 WCCO CONFERENCE	01/08/2020	\$75.00	P
28200017	STATE OF WISCONSIN TREASURER	CLERK OF COURTS REVENUES	01/15/2020	\$126,066.21	P
28200018	WISCONSIN CO TREAS ASSN SEC TR	2020 WCTA MEMBERSHIP DUES	01/15/2020	\$100.00	P
28200019	EBBE JOHN R	TAX OVERPAYMENT REFUND	01/22/2020	\$1,750.00	P
28200020	MARSHFIELD UTILITIES	TAX DEED UTILITIES	01/22/2020	\$10.87	P
28200021	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/22/2020	\$44.30	P
28200022	WATER WORKS & LIGHTING COMM	TAX DEED UTILITIES	01/22/2020	\$10.09	P
Grand Total:				\$190,522.04	

Committee Report

County of Wood

Report of claims for: WELLNESS

For the period of: JANUARY 2020

For the range of vouchers: 34190017 - 34190017

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34190017	ASPIRUS OCCUPATIONAL HEALTH	Advisor/Mileage/HRA/Bios/Labs	12/31/2019	\$5,786.48	P
Grand Total:				\$5,786.48	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

[illegible]

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, November 6, 2018
TIME: 8:00 a.m.
PLACE: Health Dept. EOC
River Block Building
Wisconsin Rapids, WI

PRESENT: Doug Machon, Bill Clendenning, Ken Curry, Dennis Polach, Bill Winch, Donna Rozar,
Adam Fischer

Motion (Fischer/Machon) to approve creating a process to start planning a County Strategic Plan with the County Board Vice Chair as a liaison to work with Nancy Turyk and to provide monthly reports to the EC. Motion carried unanimously.

DRAFT

Wood County Mission: *A brief description of the County's purpose.*

To provide quality, innovative, and cost-effective services that enhance quality of life, health, and safety, by a team committed to excellence, integrity, accountability, and respect.

Vision: *What will Wood County look like in the future?*

Our local government provides outstanding service, making Wood County a community of choice with safe and vibrant neighborhoods; business, educational, and cultural opportunities; connectedness; and vitality.

Guiding Principles and Operational Foundations

Respect and Collaboration

Wood County officials and employees treat residents, visitors, businesses, government representatives, and one another impartially and with dignity and civility.

Professional Service

Wood County conducts its business in an ethical, reliable, honest, and transparent manner by qualified and knowledgeable people.

Fiscally Responsible

Wood County operates efficiently and with integrity.

Leadership

Wood County anticipates change. It responds to current circumstances while preparing for the future.

Environmental Stewardship

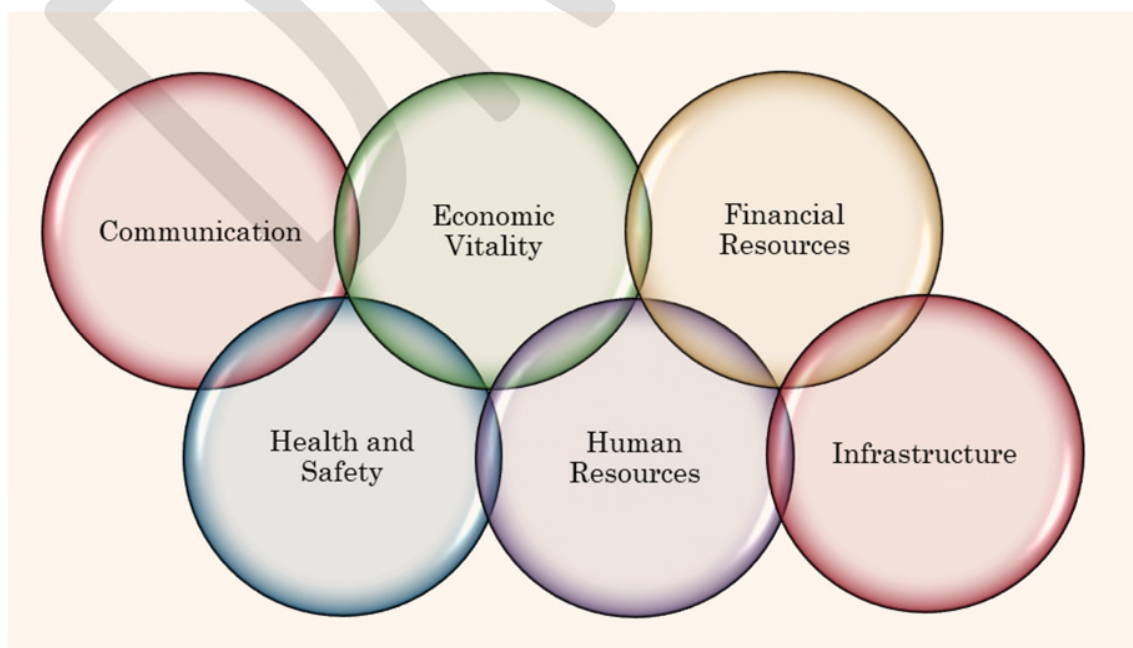
Wood County is fortunate to have a variety of natural resources that benefit residents, visitors, and businesses through community resiliency and improved quality of life. Through stewardship, these natural resources will provide recreation, sustainable assets, and healthy living conditions for current and future generations.

Purpose

The development of this plan was initiated by a unanimous vote of the Executive Committee of the Wood County Board of Supervisors on November 6, 2019. Its content was developed from input from County department heads, elected officials, and relevant plans approved by County committees. This plan was prepared by Donna Rozar, Vice Chair, Wood County Board of Supervisors; Nancy Turyk, Wood County Community Development Extension Educator; and the following department heads: Jason Grueneberg, Planning and Zoning; Sue Kunferman, Health Department; Kim McGrath, Human Resources; Brandon Vruwink, Human Services. This plan is intended to complement, not supersede, department plans.

The Wood County strategic plan has been developed to provide strategic guidance to Wood County operations to enhance efficiency while carrying out the County's mission and providing pathways to the achievement of its vision. Six overarching categories were used in the strategic plan which cross-cut departmental boundaries. Within each category, overarching strategies were identified. In many cases, the actions by multiple departments along with partnering organizations will be needed to fully attain the strategy. It is recommended each department review the strategies and if relevant, identify actionable items that contribute to the achievement of the strategy.

The success of this plan is dependent on departments, stakeholders, and elected officials to identify and implement their respective actionable items needed to achieve these strategies. To remain relevant, this five-year plan should be reviewed annually and updated as needed, with a comprehensive review by the Executive Committee (Operations Committee) in 2024.



Goals and Strategies

Communication

Effective communication is essential to the successful implementation of the County's mission and all the strategies identified in this plan. How communication occurs within the County is part of its culture. Frequently, internal efficiencies can be enhanced through interdepartmental communication and collaborations. Developing and cultivating external partnerships is also critical to County operations and services.

Collaboration

1. Expect a culture of collaboration by all within county government.
2. Intentionally and respectfully engage members of the populations we intend to serve.
3. Enrich partnerships with local, state, federal, and tribal governing bodies and organizations with common service goals.

Messaging and Marketing

1. Maintain a welcoming environment in County facilities.
2. Recognize the value of Wood County and express it to others. Frame messages to attract and retain residents, businesses, and tourists.

Economic Vitality

From economic and social perspectives, economic vitality is essential to the stability of Wood County. Many of the services provided by the County enhance aspects of quality of life, which makes living, visiting, and doing business in the County more desirable. Career opportunities, strong schools, parks and recreation, housing, and diverse transportation options all contribute to economic vitality.

Countywide Strategies for Economic Development

1. Coordinate the development of the USDA Rural Economic Development Initiative (REDI) plan including strategies and timelines for implementation.
2. Identify the role of Wood County in economic development and implement strategies to support it.
3. Develop and nurture partnerships. Establish strategies for efficient communication and cooperation with local and regional economic development partners.
4. Improve housing options in the County for diversity, quality, and efficiency.

Financial Resources

It is essential for the County to manage financial resources in a fiscally responsible manner. Decision-making related to expenditures and investments, developing long-term plans and budgets, proper tracking and management of funds, and seeking additional funding are all part of being fiscally responsible.

Financial Sustainability and Planning

1. Develop long-term budget plans and strategies.
2. Develop new revenue streams through expansion of partnerships/collaborations, participation in grant and rebate programs, and other sustainable financial opportunities.
3. Increase tax revenues through investments that will attract people to live, play, and work in Wood County.
4. Lobby state and federal legislators on importance of sustainable reimbursement models.

Health and Safety

The Health and Safety of our residents is the foundation to creating a prosperous and engaged county. The goals outlined in this strategic plan emphasize the need for prevention and treatment options to ensure residents are well informed and have access to necessary health services. Wood County is a beautiful place to live; protecting our air, water, and other natural resources is essential to improving our excellent quality of life.

Well Being

1. Promote conditions that foster the healthy growth and development of Wood County children.
2. Expand prevention and treatment strategies to address substance abuse in Wood County.
3. Continue to build capacity to meet the County's mental health needs.

Environmental Health

1. Protect and enhance the quality of surface and groundwater in Wood County.
2. Increase residents' awareness of the quality of their drinking water.
3. Reduce the incidence of childhood lead poisoning.
4. Protect, enhance, and monitor air quality in Wood County.

Public safety

Forthcoming from Sheriff's Dept. and Dispatch

Emergency management

Forthcoming from Emergency Management

1. County has a coordinated continuity of operations plan.
2. Central records?

Human Resources

In Wood County, our human capital is our most important asset. Attracting and retaining exceptional talent is integral in supporting the County's programs and services. This involves providing competitive salary, benefits, and professional opportunities as well as a welcoming and collaborative culture.

Recruitment and Retention

1. Sustain an equitable and competitive compensation program and structure.
2. Maintain benefit programs that enhance the well-being of our employees and their families.
3. Support an environment of flexibility to promote a healthy work-life balance for our employees.

Training and Development

1. Empower innovative leadership and provide opportunities for enhancing managerial effectiveness.
2. Encourage employee growth and development and champion opportunities to enhance employee skills and qualifications.
3. Encourage and support internships and other opportunities to develop future professionals.

Inclusive and Collaborative Workplace Culture

1. Build a culture of employee engagement, empowerment, and involvement.
2. Cultivate a collaborative environment where employees are encouraged to reach across organizational lines to enhance programs and services.
3. Foster a diverse environment where everyone is valued and supported to reach their highest potential.

Infrastructure

Wood County's infrastructure is critically linked to the County's economic vitality, quality of life, and resiliency. Infrastructure includes transportation systems, water resources, and County-owned facilities, land, and equipment. Due to the scale of investment and availability of funding assistance, strategic long-term planning is essential to ensure this infrastructure is maintained, efficient, meets future needs, and employs modern technologies.

Resiliency

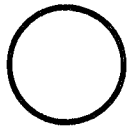
1. Develop resiliency strategies to mitigate the extent of impacts from severe weather and other unpredictable events.

Efficiency

1. Provide a variety of transportation system enhancements to attract and serve residents, businesses, and visitors. Ensure connections are made to other areas in this region.
2. Explore implementation of fleet vehicles in the county.
3. Implement the County's energy plan to reduce short- and long-term energy expenses.
4. Continue to support Lean Process Improvement funding.

Recreational Infrastructure

1. Support existing Wood County recreational opportunities.
2. Explore future Wood County recreational opportunities.
3. Initiate strategies that improve and maintain water quality related to recreational spaces in Wood County.



RESOLUTION#

Introduced by
Page 1 of 1

Health & Human Services Committee and Executive Committee

ITEM#

DATE February 18, 2020

Effective Date Upon Passage

BKV

Motion:Adopted: ☐1stLost: ☐2ndTabled: ☐No: ☐ Yes: ☐Absent: ☐

Number of votes required:

☐

Majority

☒

Two-thirds

Reviewed by: _____, Corp Counsel

Reviewed by: _____, Finance Dir.

INTENT & SYNOPSIS: To create (.97 FTE) Children's Support and Service Coordinator Position.

FISCAL NOTE: Anticipated wages and benefits based upon Grade 8 Step 1 is:

Wages: \$ 46,909.20

Fringe: \$ 25,051.38

Total: \$ 71,960.58

Source of Funding: Additional revenue as a result of rate increases that went into effect January 1, 2020.

WHEREAS, the Human Services Department is responsible for providing Children's Long Term Support Services to eligible children in Wood County, and

WHEREAS, Wood County currently has a waitlist of fourteen children who are in need of services, and

WHEREAS, the Children's Long Term Support Program provides vital services to children who have severe developmental, physical and/or emotional disabilities, and

WHEREAS, an additional case manager would eliminate the waitlist and reduce the worker to caseload ratio, and

WHEREAS, the State of Wisconsin increased the billable rate for program services which increased program revenue and,

WHEREAS, the increased costs associated with this position will be fully covered by additional revenue and will not require county tax levy, and

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to

Create (.97 FTE) Children's Support and Services Coordinator position.

Pay Grade: 8

Hours: 2015 per year

FLSA status: Exempt

Department: Human Services

()

Estimated Cost of Bringing on 1 Additional .97 FTE for CLTS Case management

Summary:

At Approved CM rate for 2020

	1.82	CM Average time, per case/per month, Current Case Load
	12.76	Average Units per Month for CM (low end
\$	144.72	per unit
\$	1,846.63	Revenue potential per month, not including Allowable Administration Revenues (7%)
\$	22,159.53	Potential Revenue per year, not including Allowable Administration Revenue (7%)
\$	57,916.12	additional Revenue, Original Case Load, at the new 2020 approved CLTS rate
\$	44,249.59	additional revenue taking 14 kids off the wait list, using approved Rate
\$	102,165.71	Potential revenue, same CM's current case load plus 14 off wait list.
\$	76,756.17	Additional Personell cost for LG 8, Step 1 employee, includes new workstation & new phone
\$	25,409.54	Net Cost-no additional funding needed

Background Information for request for additional CLTS Support and Services Coordinator

The CLTS Unit is in need of one additional full-time Support and Service Coordinator (SSC) within the Children's Long Term Support (CLTS) Waiver Program.

CLTS provides vital services to children who have severe developmental, physical, and/or emotional disabilities.

Services provided are specific to what the child and family need. Examples include durable medical equipment, home and vehicle modifications, respite care, adaptive equipment.

Service Coordinators also provide support to families, links to resources and assistance with managing crisis or urgent needs.

In order to give adequate time to families and to meet program documentation requirements, a caseload should not exceed 30 children.

Currently, all three SSC have a full caseload and the program manager carries a caseload higher than expected for her position.

The Wisconsin 2017-2019 Biannual Budget allotted 39 million dollars to eliminate the CLTS waiting list in the state of Wisconsin.

Since November of 2017, 45 new children were taken off the waiting list and enrolled in CLTS without adding any additional staff.

The waiting list for CLTS services in Wood County is currently at 14. This is in part due to a change made by the State Of Wisconsin over the last 6 months that is making more children eligible for CLTS.

There are currently 13 children with pending functional screens that will be added to the waiting list if they qualify.

Wood County was notified in December 2019 of approval for a higher Medicaid rate for CLTS case management services. The higher rate will assist with adding staff for the purpose of waiting list elimination.

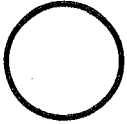
The higher reimbursement rate makes it possible to cover the cost of an additional worker with new Medicaid revenue.

Without enough SSC to enroll children, we are not able to spend all of the state and federal money that we receive to pay for services for CLTS children on an annual basis. For 2019, Wood County is projecting to underspend our available funds by \$250,000. The county also cannot garner the allowable administration fee revenue for the underspent funds.

The following is an example of what CLTS can offer children and families. This child is currently on the waiting list.

Young child with Autism Spectrum Disorder, Receptive-Expressive Language Disorder, and Sensory Motor Processing difficulties. Child is nonverbal and has to use gestures to communicate his needs and wants. Due to his limited communication abilities, he has multiple “meltdowns” per day. When upset he becomes destructive with property and aggressive with adults, peers, and family members. He will elope and at times puts himself in unsafe situations. He has woken up in the middle of the night and left the home without anyone knowing. He is on Project Lifesaver through the scholarship program. He requires close supervision at all times, needs extra help with learning self-care skills such as toilet training and grooming, and his challenges with eating may require a nutrition supplement. He is also behind in his learning as he does not know his colors, shapes, and cannot count three objects. His family loves him, but his special needs also put a strain on the family. Services that the Waiver would provide when he comes off the waiting list:

- Respite Care Services to provide the family a break from caregiver responsibilities
- Purchase items to make the home safer such as locks, alarms, a fence, etc.
- Take over the cost of the Project Lifesaver Program to allow other children to utilize the scholarship money
- Pay for a communication device/aid to reduce his frustrations with not being able to communicate
- Purchase therapeutic items such as chewies, weighted blankets, etc. to help him regulate himself when upset and work through his sensory issues
- Any other items or services allowable under the Waiver that the child and family feel would be beneficial



ITEM# 1-

DATE February 18, 2020

RESOLUTION#

Effective Date upon passage and publication

Introduced by Health & Human Services and Executive Committees

RAL

Motion: Adopted: ☐
 1st _____ Lost: ☐
 2nd _____ Tabled: ☐
 No: _____ Yes: _____ Absent: _____

Number of votes required:

☐ Majority ☒ Two-thirds
Reviewed by: PAK, Corp CounselReviewed by: EW, Finance Dir.

INTENT & SYNOPSIS: To amend the 2020 Veterans Department WDVA Grants Budget for additional revenue and expenditures unanticipated during the original budget process.

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

Function	Account Name	Debit	Credit
54750	WDVA Grants Veterans		1,500
43567	WDVA Grants Veterans	1,500	

Source of Money: Wisconsin Department of Veterans Affairs, Budgeted expenditures are being increased by the same amount as the unanticipated funding sources.

WHEREAS, revenues generated by the department will be higher than anticipated by \$1,500 due to additional grant funding, and

WHEREAS, expenditures of the above functions are anticipated to exceed the originally adopted budget by \$1,500, and

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

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

THEREFORE BE IT RESOLVED, to amend the Wood County WDVA Grants Veterans (54750) Budget for 2020 by appropriating \$1,500 of unanticipated revenue from the Wisconsin Department of Veterans Affairs into the WDVA Grants Veterans revenue account (43567),

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

Executive Committee

Douglas Machon, Chair

Ken Curry

William Clendenning

William Winch

Dennis Polach



Wood County WISCONSIN

13a.
WELLNESS

Adam Fandre
Wellness Coordinator

Wellness Coordinator Monthly Updates

- Updated new hire orientation PowerPoint to reflect changes in the Wellness Program structure, incentives, enrollment steps, etc.
- Attended new hire orientation meeting on January 23, 2020 to discuss the order of orientation presenters, changes to new hire orientation information, and exceptions to non-Monday morning starts.
- Continuing to work with Wellness Champs on communicating any important deadlines, activities, and information at their respective department meetings.
- Working with staff at departments who do not have computers or readily available access to computers in order to complete various wellness activities.
- Working with Human Resources and Finance to send any applicable. In 2019, 255 employees met the 4,000+ point requirement to earn all cash incentives. These were included on their January 16th paychecks.
- Worked with UW-Extension and Health Department to coordinator presenters for February Lunch & Learn. Reserved recording equipment from Wisconsin Rapids Community Media Center to share information with employees unable to attend presentation in-person.
- Working with Human Resources and IT to update Wood County Wellness intranet page with updated deadlines, resources, etc.
- Working with Aspirus and department heads to coordinate ergonomic assessments for three employees. Meeting with department heads to discuss ergonomic assessment results and recommendations.
- Coordinated with various massage therapists to hold chair massages at the courthouse and River Block in order to meet the needs/wants of various shifts/departments. Sending out appointment reminders to employees who scheduled appointments.
- Continue to update wellness bulletin boards at various Wood County locations with most up-to-date information and wellness resources.
- Continue to assist participants with navigating wellness portal and answering questions as they arise. Any feedback received is passed along to ManageWell support staff.
- Continuing to work on finalizing 2020 Wellness Program portal and details to include feedback received from participants.
- Coordinated and hosted on-site biometric screenings at Edgewater Haven Nursing Home, River Block, Annex & Health Center, and the courthouse.
- Routinely sending reminders, deadlines, and step-by-step instructions of how to complete various wellness activities.



MY

In The Spotlight!

- ♥ 2020 Onsite Biometric Screening Consent
- ♥ 2020 Biometric Screening
- ★ 12 Week Physical Activity Tracking with Goal Met
- ★ 6 Week Nutrition Tracking with Goal Met

Qualifying Activities

2020 Onsite Biometric Screening Consent	NOT COMPLETED
2020 Biometric Screening	NOT SCHEDULED
2020 Health Assessment	NOT COMPLETED
2020 Health Coaching	COMPLETED 0 SESSIONS

★ 300 Points

12 Week Physical Activity Tracking with Goal Met	NOT COMPLETED
6 Week Nutrition Tracking with Goal Met	NOT COMPLETED
Quarterly Wellness Challenge #1 Worth 300 points	NOT COMPLETED
Quarterly Wellness Challenge #2 Worth 300 points	NOT COMPLETED
Quarterly Wellness Challenge #3 Worth 300 points	NOT COMPLETED
Quarterly Wellness Challenge #4 Worth 300 points	NOT COMPLETED

WELLNESS TIP

TIP OF THE DAY

Is your diet hurting your heart?
When you eat, your body converts any calories it doesn't need right away into triglycerides. The triglycerides are stored in your fat cells. If you regularly eat more calories than you burn, you may have high triglycerides. The higher your triglycerides, the higher your risk of heart disease. The solution? Healthier habits. Choose healthy foods, such as fruits and vegetables. Scale back your portion sizes. Include physical activity in your daily routine.

TO DO

MY OPEN ACTIVITIES

HEALTH INFORMATION

ALL CONTENT

FITNESS & PERFORMANCE

NUTRITION & HEALTHY EATING

STRESS & WEIGHT MANAGEMENT

HEALTHY AGING

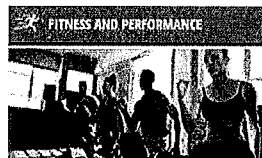
WOMEN'S HEALTH

MEN'S HEALTH

CHILDREN'S HEALTH

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MEN'S HEALTH

CHILDREN'S HEALTH

RECIPES

Fitness and Performance

20+ articles found

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Q **Aerobic exercise: What's the best frequency for workouts?** Q & A
For cardiovascular fitness, aerobic exercise can be done in short bursts or longer sessions.

Video: Squat exercise Video
The squat is an exercise that targets the leg muscles. See how it's done.

Q **Plan for indoor exercise** WellnessTip
Try having options for moving your routine indoors. Or try something different, such as indoor aerobics or strength exercises.

1 **6 suggestions for indoor exercise** Article
Sometimes exercising indoors is your only option, but it doesn't have to be boring. Keep workouts interesting with these ideas.

1 **Aerobic exercise: Top 10 reasons to get physical** Article
Need inspiration to work out? Consider the top 10 benefits of aerobic exercise.

1 **Aerobic exercise 101: Benefits and tips** Article
Get the facts about cardiovascular exercise and which activities can benefit your heart, help you lose weight, fight disease and more!

Q **Energize with exercise** WellnessTip
If the mere thought of a morning jog makes you tired, work with your nature, not against it. Plan physical activity for times of the day when you tend to feel energetic.

1 **5 compelling exercise benefits for men** Article
Exercise may have some surprising health benefits for men, including better sleep, lower cancer risk and longer life.

Video: Side exercise with fitness ball Video
You can do many core exercises with a fitness ball. See a side exercise.

Video: Step-up exercise Video
The step-up is an exercise for the legs and buttocks. See how it's done.

Exercise headaches Disorder
Exercise headaches — Comprehensive overview covers causes, treatments of this puzzling disorder.



HOME



MESSAGES



TRACKERS



MY HEALTH



HEALTH INFO

HEALTHY HABIT TRACKERS



Steps



Exercise



Sleep



Weight



Water



Fruit +
Veggies



Blood
Pressure

NO STEPS TRACKER LINKED | 0 STEPS

Select a steps tracker device to connect



Health



Google
Fit



fitbit



GARMIN



MISFIT



withings
NOKIA

POLAR.

ManageWell receives data from your tracker device vendor approximately one hour after you've synced your device.

Administrative Coordinator Report

1. Attended Groundwater Panel Discussion in Nekoosa.
2. Spoke to Heart of Wisconsin Leadership class.
3. Met with REDI Grant core team.
4. Radio interview with WDLB.
5. Radio interview with WFHR.
6. Met with HR, Corp Counsel and Vice Chair regarding constitutionally elected officials remuneration.
7. Lunch with former Marshfield campus Dean Keith Montgomery.
8. Attended ribbon cutting event for River City Times.
9. Attended annual meeting of Friends of Mill Creek Watershed.
10. Met with Friends of Rapids Music president Connie Fayville.
11. Met with Drew Gibbons, and Mark Mauersberger from Savion.