

JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Tuesday, September 7, 2021

TIME: 1:00 p.m.

LOCATION: Room 114, Wood County Courthouse

1. Call meeting to order.
2. Public comments. Now or at the time the item is taken up. Rules may apply.
3. Review minutes of previous meeting.
4. Review any claims, notices of injury, or litigation against the County, as necessary.
5. Review any Dog License Fee Fund claims.
6. Review for approval the vouchers and monthly reports of departments the committee oversees.
7. Review 2022 budgets and status of CIP requests, if any, for the departments the Committee oversees. Listed in alphabetical order:
 - Branch I
 - Branch II
 - Branch III
 - Child Support
 - Clerk of Courts/Family Court Commissioner
 - Corporation Counsel
 - Criminal Justice
 - District Attorney
 - Register of Deeds
 - Victim/Witness
8. Presentation of correspondence and legislative issues or referrals and recognition of Legislators who may be present.
 - a. Report of Citizens Groundwater Group.
9. Review of County Board Rules.
 - a. Discuss Rule 28 that requires county board approval to create new positions.
10. Discuss letter from County Board Supervisor requesting compensation increase for supervisors.
11. Attendance at meetings.
12. Consideration of agenda items for next meeting.
13. Set date and time of next meeting.
14. Adjourn.

Join by phone

+1-408-418-9388 United States Toll

Meeting number (access code): 2483 086 3719

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mb28cfb04ccc6840092d1790d06bd7763>

Meeting number (access code): 2483 086 3719

Meeting password: JL0907

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: August 5, 2021
 TIME: 1:30 p.m.
 PLACE: Room 114/105, Wood County Courthouse
 TIME ADJOURNED: 2:23 p.m.
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,
 Kenneth Curry, Ed Wagner, Joseph Zurfluh
 OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 1:30 p.m., the meeting was called to order.
2. Public comments. None at this time.
3. **Moved by Zurfluh, seconded by Leichtnam, to approve the minutes for the July 2 and 20, 2021, meetings. All ayes.**
4. The Committee reviewed the claim of Holly Rescheske and the civil rights complaint of Tony Berger. These will be provided to the county board.
5. There were no new animal claims against the County.
6. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Curry, seconded by Leichtnam, to approve the reports and payment of department vouchers. All ayes.**
7. Resolution to cancel stale dated checks for Clerk of Courts. **Moved by Curry, seconded by Zurfluh, to approve the resolution to cancel stale dated checks for the Clerk of Courts. All ayes.**
8. Office space needs for the Criminal Justice Coordinator.
 The Criminal Justice Coordinator reported on her department's need for more office space and advised that funds are available in the budget and the space is available in the old sheriff's department administrative area. By consensus of the Committee, the action was approved.
9. The Committee reviewed correspondence and legislative issues.
 - a. Report of Citizens Groundwater Group.
 The group's meeting minutes will be in the county board packet. Federal Senator Baldwin's aide spoke on clean water. Federal Representative Kind's office will be presenting on clean water at the next meeting.

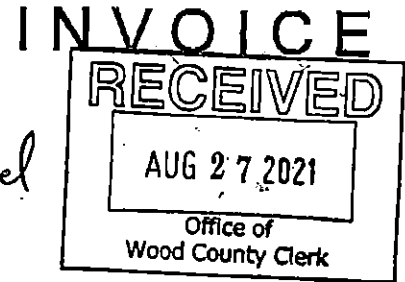
10. County Board rules. No discussion had.
11. Compensation for County Board Supervisors for next term of office. Discussion had, no action taken at this time.
12. Attendance at meetings. Nothing presented or requested.
13. Agenda items for the September 2021 meeting:
 - Department budgets.
 - WCA resolutions at the 8/13/21 meeting.
 - Future agenda - Criminal Justice Coordinator will update the Committee on goals and plans for the department.
14. The next regular committee meeting will be September 7, 2021, at 1 p.m. Also, a meeting will be held on August 13, 2021, at 9 a.m. to discuss WCA resolutions.
15. Meeting adjourned without objection by the Chairperson at 2:23 p.m.

Minutes taken by Peter Kastenholz.

Castlerock Veterinary Hospital, Inc.

1214 S Oak Ave.
Marshfield, WI 54449
715-389-1011

cc: Bip Counsel



FOR: Ordinance Control Ordinance Control-WOOD CO
Courthouse Annex
184 2nd St North
Wis. Rapids, WI 54494
(715) 421-8911

Printed: 08-16-21 at 1:00p

Date: 08-16-21

Account: 780

Invoice: 220021

Date	For	Qty	Description	Price	Discount	Price
Services by Dr. Kubica						
08-05-21	Stray Kitten 8/	1	Rabies 1st Exam			40.00
Services by Kristy Langhoff, DVM						
08-11-21		1	Rabies 2nd Exam			28.00
Services by Makayla Schultz, DVM						
08-16-21		1	Rabies 3rd Exam			28.00
<hr/>						
Old balance		Charges		Payments		New balance
0.00		96.00		0.00		96.00

Committee Report

County of Wood

Report of claims for: BRANCH 1 / PROBATE

For the period of: AUGUST 2021

For the range of vouchers: 03210046 - 03210049

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
03210046	PORTAGE COUNTY SHERIFF'S DEPT	CIVIL PROCESS FEE 16GN91	08/24/2021	\$75.00	
03210047	PETERSON MICHELLE L	TRANSCRIPT FEE 20CF590	08/25/2021	\$50.00	
03210048	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/27/2021	\$81.06	
03210049	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/28/2021	\$8.25	
Grand Total:				\$214.31	

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: BRANCH 2

For the period of: AUGUST 2021

For the range of vouchers: 04210025 - 04210026

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
04210025	TERRILL JULIE	REIMB-COURTROOM CORDLESS PHONE	07/29/2021	\$15.70	P
04210026	PETERSON MICHELLE L	TRANSCRIPT FEE 20CF330 19CF298	08/11/2021	\$76.00	
Grand Total:				\$91.70	

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: BRANCH 3

For the period of: AUGUST 2021

For the range of vouchers: 05210035 - 05210037

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
05210035	SWITS LTD	INTERPRETER FEES 21CM218	08/03/2021	\$51.00	P
05210036	PETERSON MICHELLE L	TRANSCRIPT FEE 16CF629	08/02/2021	\$44.00	
05210037	PETERSON MICHELLE L	TRANSCRIPT FEE 20CF595 17CF404	08/11/2021	\$30.00	
Grand Total:				\$125.00	

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: CHILD SUPPORT

For the period of: AUGUST 2021

For the range of vouchers: 02210056 - 02210065

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
02210056	WCSEA	2-WCSEA MEMBERSHIP FEES	08/10/2021	\$100.00	P
02210057	CW SOLUTIONS LLC	ELEVATE & A&V COSTS	08/31/2021	\$18,661.62	
02210058	DNA DIAGNOSTICS CENTER	30-IND. GENETIC TESTS	08/31/2021	\$735.00	
02210059	GEBERT LAW OFFICE	SUB. CORP. COUNSEL FEE	08/31/2021	\$100.00	
02210060	LEGAL LOGISTICS LLC	19-PROCESS OF SERVICE FEES	08/31/2021	\$1,140.00	
02210061	OFFICE DEPOT	OFFICE SUPPLIES-STAMPS	08/31/2021	\$165.00	
02210062	OFFICE DEPOT	OFFICE SUPPLIES	08/31/2021	\$89.78	
02210063	RIVER CITY PROCESS SERVERS	19-PROCESS OF SERVICE FEES	08/31/2021	\$800.00	
02210064	WI DEPT OF ADMINISTRATION	SHARED ROUTER COSTS-CSA/DHSS	08/31/2021	\$75.00	
02210065	WOODTRUST BANK	2-BOXES AGENCY CHECKS	08/31/2021	\$42.58	
Grand Total:				\$21,908.98	

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: CLERK OF CIRCUIT COURT

For the period of: AUGUST

For the range of vouchers: 07210447 - 07210602

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210447	WEYMOUTH RICHARD D	Services as FCC - June 2021	06/23/2021	\$5,416.66	P
07210448	ABTS LAW LLC	Atty Fee - 20JC47 OHC	06/11/2021	\$120.00	P
07210449	ABTS LAW LLC	Atty Fee - 21TP10 OHC	06/11/2021	\$250.00	P
07210450	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21GN22	06/11/2021	\$1,000.00	P
07210451	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20ME199	06/14/2021	\$570.00	P
07210452	BENDER & BENDER	Atty fee - 20CF687	06/14/2021	\$525.00	P
07210453	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 20GN06	06/14/2021	\$650.00	P
07210454	COMMUNITY LAW SC	Atty Fee - 20CF549	06/11/2021	\$1,811.00	P
07210455	GEBERT LAW OFFICE	Atty Fee - 11GN20	06/11/2021	\$140.00	P
07210456	GEBERT LAW OFFICE	Atty Fee - 20JC104 OHC	06/15/2021	\$120.00	P
07210457	HILL & WALCZAK ATTYS	Atty Fee - 21JG09 OHC	06/15/2021	\$430.00	P
07210458	HILL & WALCZAK ATTYS	Atty fee - 20JC87 OHC	06/15/2021	\$460.00	P
07210459	WEILAND LEGAL SERVICES	Atty Fee - 21GN40	06/11/2021	\$320.00	P
07210460	WEILAND LEGAL SERVICES	Atty Fee - 21GN35	06/15/2021	\$300.00	P
07210461	WEILAND LEGAL SERVICES	Atty fee - 20GN06	06/15/2021	\$552.40	P
07210462	WEILAND LEGAL SERVICES	Atty Fee - 18GN52	06/16/2021	\$100.00	P
07210463	WEILAND LEGAL SERVICES	Atty Fee - 20GN45	06/17/2021	\$100.00	P
07210464	WEILAND LEGAL SERVICES	Atty Fee - 20GN48	06/17/2021	\$100.00	P
07210465	WEILAND LEGAL SERVICES	Atty fee - 19GN75	06/17/2021	\$100.00	P
07210466	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME74	06/23/2021	\$570.00	P
07210467	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME75	06/24/2021	\$420.00	P
07210468	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME76	06/24/2021	\$570.00	P
07210469	CAMPELL HUNTER SHUNETTE ATTY	Atty fee - 21CM168	06/24/2021	\$745.99	P
07210470	GEBERT LAW OFFICE	Atty Fee - 20CF553	06/15/2021	\$1,698.20	P
07210471	GEBERT LAW OFFICE	Atty fee - 21JC06 IHC	06/18/2021	\$70.00	P
07210472	GEBERT LAW OFFICE	Atty Fee - 21CM173	06/21/2021	\$527.91	P
07210473	GORSKI & WITTMAN SC	Atty Fee - 95GN21	06/21/2021	\$180.00	P
07210474	GORSKI & WITTMAN SC	Atty Fee - 21GN22	06/22/2021	\$426.40	P
07210475	GORSKI & WITTMAN SC	Atty Fee - 21GN30	06/28/2021	\$463.20	P
07210476	GORSKI & WITTMAN SC	Atty fee - 21GN37	06/28/2021	\$300.00	P

CLERK OF CIRCUIT COURT - AUGUST

07210447 - 07210602

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210477	HILL & WALCZAK ATTYS	Atty fee - 20JC89 & 90 IHC	06/28/2021	\$650.00	P
07210478	HILL & WALCZAK ATTYS	Atty Fee - 21JC13 & 14 OHC	06/28/2021	\$1,000.00	P
07210479	HILL & WALCZAK ATTYS	Atty Fee - 21JC15 IHC	06/28/2021	\$500.00	P
07210480	NASH LAW GROUP	Atty fee - 21CM212 & 213	06/22/2021	\$136.86	P
07210481	WEILAND LEGAL SERVICES	Atty fee - 19GN55	06/22/2021	\$100.00	P
07210482	WEILAND LEGAL SERVICES	Atty Fee - 21GN43	06/22/2021	\$330.00	P
07210483	WEILAND LEGAL SERVICES	Atty Fee - 21GN41	06/24/2021	\$310.00	P
07210484	AMATO DANIELLE C	Witness Fee - 20CM199	06/29/2021	\$16.60	P
07210485	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21JM54	06/30/2021	\$720.00	P
07210486	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 18ME203	07/06/2021	\$210.00	P
07210487	BEHAVIORAL CONSULTANTS	Med Exam - 20CF624	06/30/2021	\$792.00	P
07210488	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME76	06/30/2021	\$845.00	P
07210489	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME75	06/30/2021	\$845.00	P
07210490	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME74	06/30/2021	\$845.00	P
07210491	DR STRESS & ASSOCIATES LLC	Med Exam - 20CF598	02/26/2021	\$1,600.00	P
07210492	FREEDOM COUNSELING	Med Exam - 21ME79	07/02/2021	\$495.00	P
07210493	GEBERT LAW OFFICE	Mediation Services - June 2021	07/02/2021	\$1,225.00	P
07210494	GEBERT LAW OFFICE	Atty Fee - 20JC119 IHC	06/30/2021	\$70.00	P
07210495	GEBERT LAW OFFICE	Atty Fee - 21PA03	07/01/2021	\$130.00	P
07210496	GEBERT LAW OFFICE	Atty fee - 21CF118	06/30/2021	\$582.37	P
07210497	GORSKI & WITTMAN SC	Atty Fee - 20GN40	07/11/2021	\$170.00	P
07210498	GORSKI & WITTMAN SC	Atty Fee - 79GN31	07/12/2021	\$170.00	P
07210499	GORSKI & WITTMAN SC	Atty Fee - 06GN16	07/12/2021	\$206.20	P
07210500	GORSKI & WITTMAN SC	Atty Fee - 12GN30	07/12/2021	\$383.20	P
07210501	GORSKI & WITTMAN SC	Atty Fee - 95GN06	07/13/2021	\$150.00	P
07210502	GORSKI & WITTMAN SC	Atty Fee - 88GN213	07/13/2021	\$170.00	P
07210503	HILL & WALCZAK ATTYS	Atty Fee - 21JC20 OHC	06/28/2021	\$520.00	P
07210504	HILL & WALCZAK ATTYS	Atty Fee - 19JC104 IHC	07/02/2021	\$270.00	P
07210505	HILL & WALCZAK ATTYS	Atty Fee - 20JC84 OHC	07/02/2021	\$400.00	P
07210506	HILL & WALCZAK ATTYS	Atty Fee - 21JC18 IHC	07/02/2021	\$510.00	P
07210507	HILL & WALCZAK ATTYS	Atty Fee - 21JC16 OHC	07/02/2021	\$500.00	P
07210508	HILL & WALCZAK ATTYS	Atty Fee - 20JC112 IHC	07/02/2021	\$320.00	P
07210509	PSYCHOLOGY CLINIC INC THE	Med Exam - 13GN97	04/29/2021	\$2,040.00	P
07210510	SERSCH THERESE	Med Exam - 12GN30	07/01/2021	\$321.84	P
07210511	SMITH LEANNE J	Witness Fee - 20CM199	06/29/2021	\$19.52	P
07210512	TAYLOR LESLIE	Med Exam - 21JM54	07/01/2021	\$935.00	P
07210513	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	Person Search SDC-June 2021	07/01/2021	\$75.00	P
07210514	WEILAND LEGAL SERVICES	Atty Fee - 20CF29	07/06/2021	\$1,896.48	P
07210515	WEILAND LEGAL SERVICES	Atty fee - 20GN21	07/10/2021	\$470.00	P
07210516	WEST PAYMENT CENTER	LL Internet Access - June 2021	07/01/2021	\$1,502.07	P

CLERK OF CIRCUIT COURT - AUGUST

07210447 - 07210602

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210517	WILSON RACHEL	Witness Fee - 20CM199	06/29/2021	\$16.00	P
07210518	ABTS LAW LLC	Atty fee - 20JC100 IHC	07/13/2021	\$110.00	P
07210519	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21GN32	07/13/2021	\$420.00	P
07210520	BALES MARSHALL J MD	Med Exam - 21ME85	07/11/2021	\$640.00	P
07210521	BALES MARSHALL J MD	Med Exam - 21ME85	07/14/2021	\$160.00	P
07210522	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21GN32	07/13/2021	\$1,190.00	P
07210523	DIAMOND BUSINESS GRAPHICS	Printing -CD SOP	06/30/2021	\$54.20	P
07210524	DIAMOND BUSINESS GRAPHICS	Printing - Drug Court Slips	06/30/2021	\$82.44	P
07210525	DIAMOND BUSINESS GRAPHICS	Printing - 30 Day SDC Notice	06/30/2021	\$251.40	P
07210526	DIAMOND BUSINESS GRAPHICS	Printing - 60 day insert	06/30/2021	\$73.15	P
07210527	DIAMOND BUSINESS GRAPHICS	Printing - 30 day insert	06/30/2021	\$73.15	P
07210528	DIAMOND BUSINESS GRAPHICS	Printing - 10 day insert	06/30/2021	\$73.15	P
07210529	DIAMOND BUSINESS GRAPHICS	Printing - WA Info Sheet	06/30/2021	\$56.05	P
07210530	DIAMOND BUSINESS GRAPHICS	Printing - Info Half sheet	06/30/2021	\$56.05	P
07210531	DIAMOND BUSINESS GRAPHICS	Printing - CD Per Info Sheet	06/30/2021	\$54.20	P
07210532	GORSKI & WITTMAN SC	Atty Fee - 12GN50	07/11/2021	\$170.00	P
07210533	GORSKI & WITTMAN SC	Atty Fee - 21GN32	07/19/2021	\$476.40	P
07210534	GORSKI & WITTMAN SC	Atty Fee - 21GN21	07/20/2021	\$396.40	P
07210535	HILL & WALCZAK ATTYS	Atty Fee - 20JC106 IHC	07/13/2021	\$510.00	P
07210536	HILL & WALCZAK ATTYS	Atty fee - 20JC102 IHC	07/13/2021	\$490.00	P
07210537	HILL & WALCZAK ATTYS	Atty Fee - 21JC31 - 34 OHC	07/13/2021	\$1,760.00	P
07210538	HILL & WALCZAK ATTYS	Atty fee - 20JC124 OHC	07/13/2021	\$370.00	P
07210539	HILL & WALCZAK ATTYS	Atty Fee - 21TP12 OHC	07/14/2021	\$500.00	P
07210540	HILL & WALCZAK ATTYS	Atty fee - 21TP09 OHC	07/14/2021	\$960.00	P
07210541	HILL & WALCZAK ATTYS	Atty Fee - 21JC05 OHC	07/14/2021	\$1,140.00	P
07210542	HILL & WALCZAK ATTYS	Atty Fee - 20JC99 OHS	07/14/2021	\$500.00	P
07210543	HILL & WALCZAK ATTYS	Atty Fee - 20JC13 OHC	07/14/2021	\$360.00	P
07210544	HILL & WALCZAK ATTYS	Atty fee - 20JC126 IHC	07/14/2021	\$320.00	P
07210545	HILL & WALCZAK ATTYS	Atty Fee - 19JC63 OHC	07/14/2021	\$420.00	P
07210546	MUSUNURU J R MD	Med Exam - 21ME85	07/11/2021	\$420.00	P
07210547	NASH LAW GROUP	Atty fee - 21CM131	07/14/2021	\$122.37	P
07210548	SACRED HEART HOSPITAL	Med Exam - 21ME68	07/14/2021	\$265.00	P
07210549	WEILAND LEGAL SERVICES	Atty Fee - 98GN77	07/15/2021	\$120.00	P
07210550	WEYMOUTH RICHARD D	Services as FCC - July 2021	07/23/2021	\$5,416.66	P
07210551	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME89	07/21/2021	\$360.00	P
07210552	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME90	07/22/2021	\$510.00	P
07210553	BALES MARSHALL J MD	Med Exam - 21ME88	07/19/2021	\$160.00	P
07210554	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME90	07/22/2021	\$800.00	P
07210555	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME89	07/21/2021	\$650.00	P
07210556	FREEDOM COUNSELING	Med Exam - 21ME86	07/21/2021	\$495.00	P

CLERK OF CIRCUIT COURT - AUGUST

07210447 - 07210602

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210557	GEBERT LAW OFFICE	Atty Fee - 21JC35 - 37 OHC	07/22/2021	\$300.00	P
07210558	GEBERT LAW OFFICE	Atty fee - 21CM43	07/22/2021	\$673.96	P
07210559	GORSKI & WITTMAN SC	Atty Fee - 21GN46	07/20/2021	\$386.40	P
07210560	GORSKI & WITTMAN SC	Atty Fee - 21GN44	07/20/2021	\$303.20	P
07210561	GORSKI & WITTMAN SC	Atty Fee - 21GN39	07/24/2021	\$583.20	P
07210562	LLOYD PETER C LLC	Atty Fee - 20JC151 & 152 OHC	07/22/2021	\$150.00	P
07210563	MCHS - FRANCISCAN HEALTHCARE CLINIC	Med Exam - 21ME86	07/15/2021	\$233.55	P
07210564	MUSUNURU J R MD	Med Exam - 21ME88	07/14/2021	\$420.00	P
07210565	NASH LAW GROUP	Atty Fee - 20CF799	07/15/2021	\$405.54	P
07210566	SCHMITT WILLIAM A PHD LLC	Med Exam - 11CI01	07/22/2021	\$3,250.00	P
07210567	STAPLES ADVANTAGE	Office Supplies	07/22/2021	\$24.68	P
07210568	WEILAND LEGAL SERVICES	Atty Fee - 20GN57	07/19/2021	\$248.00	P
07210569	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 18GN79	07/13/2021	\$800.00	P
07210570	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21GN38	07/28/2021	\$210.00	P
07210571	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21GN53	07/30/2021	\$500.00	P
07210572	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME62	07/29/2021	\$650.00	P
07210573	GARDNER ROBERT A ATTY	Atty fee - 20CM565	07/29/2021	\$433.74	P
07210574	GEBERT LAW OFFICE	Atty fee - 88GN201	07/27/2021	\$140.00	P
07210575	GEBERT LAW OFFICE	Atty Fee - 02GN55	07/27/2021	\$140.00	P
07210576	GEBERT LAW OFFICE	Atty Fee - 21CM239	07/27/2021	\$273.69	P
07210577	GEBERT LAW OFFICE	Atty Fee - 21CM231	07/27/2021	\$393.69	P
07210578	GEBERT LAW OFFICE	Atty Fee - 12GN85	07/28/2021	\$250.00	P
07210579	GEBERT LAW OFFICE	Atty Fee - 21JC29 & 30 OHC	07/28/2021	\$560.00	P
07210580	NASH LAW GROUP	Atty fee - 20JC14 & 15 OHC	07/28/2021	\$90.00	P
07210581	STAPLES ADVANTAGE	Office Supplies	07/29/2021	\$2.04	P
07210582	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	SDC Person Search July 2021	08/01/2021	\$75.00	P
07210583	WEILAND LEGAL SERVICES	Atty Fee - 21GN38	08/01/2021	\$270.00	P
07210584	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 21ME96	08/05/2021	\$570.00	P
07210585	BALES MARSHALL J MD	Med Exam - 21JM105	08/06/2021	\$640.00	P
07210586	BRATCHER LAW OFFICE LLC	Atty Fee - 99GN54	08/04/2021	\$47.00	P
07210587	CAMPELL HUNTER SHUNETTE ATTY	Atty Fee - 20CF566	08/04/2021	\$2,297.52	P
07210588	CARMICHAEL & QUARTEMONT S C	Atty Fee - 18GN64	08/04/2021	\$155.00	P
07210589	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 17ME13	08/04/2021	\$745.00	P
07210590	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 21ME96	08/05/2021	\$845.00	P
07210591	GEBERT LAW OFFICE	Mediation Services - July 2021	08/04/2021	\$2,125.00	P
07210592	GEBERT LAW OFFICE	Atty Fee - 21CF225	08/05/2021	\$584.75	P
07210593	GEBERT LAW OFFICE	Atty Fee - 21JC39-42 OHC	08/05/2021	\$440.00	P
07210594	GEBERT LAW OFFICE	Atty Fee - 17GN49	08/05/2021	\$140.00	P
07210595	GEBERT LAW OFFICE	Atty fee - 21CM254	08/05/2021	\$723.17	P

CLERK OF CIRCUIT COURT - AUGUST

07210447 - 07210602

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07210596	GEBERT LAW OFFICE	Atty Fee - 11GN08	08/05/2021	\$140.00	P
07210597	LYNCH MATTHEW A ATTORNEY AT LAW	Atty fee - 01GN35	08/09/2021	\$310.00	P
07210598	QUADIENT LEASING USA INC	Lease June-Sept 2021	08/05/2021	\$372.87	P
07210599	SCHMITT WILLIAM A PHD LLC	Med Exam - 11CI01	08/04/2021	\$1,442.30	P
07210600	WEILAND LUKE A ATTORNEY AT LAW LLC	Mediation Services - July 2021	08/04/2021	\$50.00	P
07210601	WEST PAYMENT CENTER	LL Interent Access July 2021	08/01/2021	\$1,502.07	P
07210602	WI STATE LABORATORY OF HYGIENE	Witness Fee - 19CT245&21TR589	07/31/2021	\$123.20	P
Grand Total:				\$87,490.09	

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: Corporation Counsel

For the period of: August 2021

For the range of vouchers: 09210022 - 09210024

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
09210022	ABTS LAW LLC	outside counsel	08/31/2021	\$375.00	
09210023	LLOYD PETER C LLC	outside counsel	06/16/2021	\$360.00	
09210024	STAPLES ADVANTAGE	office supplies	08/03/2021	\$103.91	
Grand Total:				\$838.91	

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: CRIMINAL JUSTICE COORDINATOR

For the period of: AUGUST 2021

For the range of vouchers: 35210019 - 35210020

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
35210019	CORDANT HEALTH SOLUTIONS	JULY DRUG TESTING	07/31/2021	\$3,810.60	P
35210020	STAPLES ADVANTAGE	RUBBER GLOVES	08/20/2021	\$139.98	
Grand Total:				\$3,950.58	

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: DISTRICT ATTORNEY

For the period of: AUGUST 2021

For the range of vouchers: 11210031 - 11210034

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
11210031	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/12/2021	\$432.36	P
11210032	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/12/2021	\$39.13	P
11210033	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/13/2021	\$72.67	P
11210034	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/17/2021	\$19.99	P
Grand Total:				\$564.15	

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: REGISTER OF DEEDS

For the period of: AUGUST 2021

For the range of vouchers: 24210019 - 24210020

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
24210019	PFC PRODUCTS INC	BIRTH RECORD ENVELOPES	07/29/2021	\$370.94	P
24210020	FIDLAR TECHNOLOGIES INC	JULY 2021 LAREDO USAGE	08/17/2021	\$1,880.50	
Grand Total:				\$2,251.44	

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: VICTIM WITNESS

For the period of: AUGUST 2021

For the range of vouchers: 32210001 - 32210002

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
32210001	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	08/22/2021	\$111.18	P
32210002	AMAZON CAPITAL SERVICES	CREDIT MEMO	08/23/2021	(\$5.00)	P
Grand Total:				\$106.18	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:



Wood County WISCONSIN

CHILD SUPPORT
AGENCY

SEPTEMBER 2021

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- I have completed the 2022 Child Support Budget. The 2022 budget calls for a \$672.00 increase in county levy for the program. The agency is committed to providing outstanding service to the public at the same time being conscious of every tax dollar spent.
- We held an open house for the new Parent Engagement Center in Wisconsin Rapids on August 31st. The center is a partnership between CW Solutions and the Wood County Child Support Agency. The center is fully funded by Federal Access and Visitation dollars. We hope to expand services to provide a safe place for parents to exchange children for visitation.
- The Department of Children and Families is working to create a new system interface between WiKids and the eFiling system. I was able to view a demonstration of the new system on August 18th. One of our Case Managers Denise Willfahrt has been on the work group designing the interface which will allow Wood County to be one of the first groups to pilot the interface.
- I will be attending the WCA Annual Conference September 27th and 28th I will be working the vendor booth for the Wisconsin Child Support Enforcement Association and presenting at a workshop.
- Agency performance is still holding steady as we embark on the last month of the Federal Fiscal Year.
- The current IV-D case count is 3,530.



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

September 2021

Opioid Litigation. Periodically, counsel representing the county in one capacity is also involved in some other proceeding that is or has the potential to be adverse to the county. In those situations the counsel need to obtain a conflict waiver from the county to continue to proceed in both actions. These conflict waiver requests routinely are sent to me and after conducting a brief investigation and assessment, I act upon them. I don't ever recall denying one, likely due to the fact that attorneys place a high value on their licensure and aren't going to involve themselves or their firms in actions where a true conflict will arise. In any event, such a conflict waiver was presented for one of our counsel in the opioid litigation; that firm has a completely unrelated action that may involve the county and so a conflict waiver was requested. I reviewed the situation, thought about it, and then approved the waiver. I wouldn't have given it any more thought but then started reading on the corporation counsel listserve how some corporation counsel were inquiring who should sign off on such waivers. A few responded that their executives or county administrators executed the waivers. Seemed like overkill to me but my perspective may not be the best in light of my past practice. So, I thought that I would bring the matter to your attention such that you could determine if you wanted me to handle these conflict waivers differently in the future.

Child Support. A number of years ago a paternity action was brought against a person living out of state who claimed that he was essentially a sperm donor and bore no legal liability as the father of the child. The Child Support agency did not agree, nor did the circuit court trial judge or the court of appeals. Recently the Child Support agency became aware the subject had an account here in the states (the subject has since moved abroad) and acted to seize the account. The subject appealed that action to the circuit court and lost. He is now pursuing further remedies via the court of appeals. The reason I bring this matter to your attention is that last time around the subject communicated with county board supervisors about his plight and allegations of injustice. I wouldn't be surprised if he resorted to that as well in the near future. I can't tell you the subject's name because it is confidential in this context. However, if anyone contacts you about a child support or paternity matter, you are likely best served by referring them to either the Child Support Director, Brent Vruwink, or myself.

Electro Convulsive Therapy (ECT) Order to Treat (OTT). Over the last several months, I had reported on attempts by the county to obtain an ECT OTT on a resident under a mental commitment proceeding. We were stymied by the court of appeals. Meanwhile, the subject was institutionalized at significant cost to the subject in her wellbeing and to the county in costs. After the court of appeals issued the stay on the ECT OTT, which had been granted by the circuit court, based upon the likelihood the county would not succeed against the appeal, the subject had decompensated so far as to become incompetent. We thereupon pursued not only a guardianship and protective placement but also an ECT OTT under that proceeding, which the case law supports in a much stronger way. Although there is still time to appeal, it doesn't appear that will happen, so I don't think you will be reading about this matter in the newspapers. There is also a reasonable likelihood that the subject will return to full competency and community placement as a result of the ECT, as this cycle has happened before.



Wood County WISCONSIN

CRIMINAL JUSTICE
COORDINATOR

September 2021

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Criminal Justice Coordinator Janelle Hafermann

General Department

In the month of August, a select group of decision makers from the Wood County Adult Drug Treatment Court participated in a two-day intensive training hosted by the National Drug Court Institute. This training allowed a comprehensive overview of our program and collaborative discussion on areas of our program where improvements should be made. This training in combination with the work completed by workgroups over the last several months allowed me to create a new policy/procedure manual, participant handbook and orientation outline along with other formalized documents for our enhanced program model. The team that attended the NDCI training will review these documents, recommend modifications, and initiate the changes by our September Sustainability meeting, which is scheduled for Thursday September 16, 2021. In addition, the state of Wisconsin released the Treatment Alternatives and Diversion Grant solicitation requiring a short (30-day) turn around. The month of September will be busy with grant writing.

Key Highlights

- **Space** – With the approval of Judicial and Legislative, we were able to acquire the additional office space in our hallway. This space change has been appropriately identified in my 2022 budget request and has provided the room that we need for staff and supply storage. This came at a good time given the rise in COVID exposures and infections. Staff are thankful to have their own space to reduce risks.
- **TAD** – We continue to work on historic data collection and entry, we have some but not all-historic treatment data, which is something, that was discussed in our NDCI training. Recommendations were made that would encourage disciplines to provide real-time data via secure email rather than meetings that tie up multiple staff. During our sustainability committee meeting it was determined that the Data Collection Workgroup will continue with the addition of key members to not only discuss the data piece but also to answer and work collaboratively to understand services, curricula, fidelity, as well as addressing my proposed cost savings strategy related to toxicology tests.
- **Collaboration** – The Drug Court Sustainability team determined that three of the four workgroups created have met their goals and will end. The remaining workgroup will focus on data collection, treatment services, as well as reducing costs associated with toxicology testing. Judge Wolf will join this group and decisions will be made to pull in other key decision makers, as we need them. In addition, the decision was made to create a new workgroup containing those who participated in the NDCI training to review and approve all the new material that I created in order to enhance our program and write our competitive grant application.
- **Drug Court Programming** – Our Seeking Safety group continues to meet. This curriculum is one of several evidence based manualized groups that are evidenced within the justice population. I am working on training Ryan and Maribeth on this as well as a new curriculum called, Getting it Right – these curriculums can be provided within the jail programming and other future programming. We are also using three new interactive journaling workbook – Women in Recovery, Traumatic Stress & Resilience for Men, and Remodeling My House. These tools can be used in the jail and with future programming. We have are one revision away from an approved MOU for our Drug

Court program. This MOU meets best practice standards identifying not only what agencies are represented but also what information is shared, how information is used, expectations and laws around confidentiality, as well as training and voting components. It was recommended by NDCI that our drug court team be reduced in size; however, that was not something that the team wanted to do so in compromise the sustainability team identified that representatives from respective agencies would be identified aligning with the “closed meeting model” of a drug court staffing team. This will be outlined in the MOU along with the expectation that staff time allocated to the Drug Court is offered as a collaborative effort and will not be payable to any single department.

- **Veterans Treatment Initiative & Diversion** – We continue with only one veteran in our initiative; however, my plan is to begin identifying ways in which veterans can be determined early in the criminal justice process in an effort to increase capacity. I am starting to review reporting capabilities within the jail CIS program and will begin analyzing the data from for the last year (8/24/2020 – 8/24/2021). Upon initial review, it is identified that there were 58 individuals who self-reported veteran status booked into the Wood County jail during this time. Of these 58 individuals, 17 had no previous incarceration events in Wood County. The top four charges are Disorderly Conduct (17), OWI (13), OAR (9), and Resisting/Obstructing an Officer (7).

Meetings Attended:

- | | |
|---------------------------------------------|---------------------------------------------|
| 1. Veteran Individual | 28. Collaboration w/ Local Service Provider |
| 2. Drug Court Business Meeting | 29. Staff Supervision |
| 3. Drug Court Staffing | 30. Veteran Individual |
| 4. Drug Court | 31. Drug Court Staffing |
| 5. Service Collaboration | 32. Budget Meeting w/ Finance |
| 6. Exit Interview Drug Court | 33. Boston Mutual Required |
| 7. Judicial and Legislative | 34. Supervisor Discussion |
| 8. Supervision w/ Team | 35. Collaboration Jail Discharge/Health |
| 9. Drug Court Individual | Department |
| 10. Veteran Individual | 36. Seeking Safety |
| 11. Drug Court Staffing | 37. DC Individual Sentencing |
| 12. Drug Court | 38. Drug Court Staffing |
| 13. Collaboration w/ Local Service Provider | 39. Drug Court |
| 14. Collaboration w/ Options Lab | |
| 15. Oxford House Board Meeting | |
| 16. Historic Data Entry | |
| 17. Collaboration w/ Local Service Provider | |
| 18. Treatment Staffing | |
| 19. Supervisor Discussion | |
| 20. Collaboration w/ Case Management | |
| Software Company | |
| 21. Team Meeting | |
| 22. Drug Court Staffing | |
| 23. Drug Court | |
| 24. County Board | |
| 25. Veteran w/ VSO | |
| 26. Collaboration w/ Health Department Data | |
| 27. Drug Court Sustainability | |



Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

SEPTEMBER 2021

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

1. On August 3rd, I attended a virtual WRDA virtual meeting.
2. Rita Eichsteadt attended a virtual vital records training with the State Vital Records Office on August 9th. All ROD staff are rotating to attend these when they are offered.
3. I met with Clint Heitz, from Fidler, on August 9th. We discussed software upgrades and new ways to promote Official Records Online (ORO). Flyers will be printed for ORO to deliver at the DMV, local libraries, hospitals, etc.
4. I attended WRDA District 7 virtual meeting on August 12th.
5. On August 16th, I attended the virtual WCA County Weekly Leadership Meeting.
6. I attended the Fidler college continuing education webinar on August 17th.
7. Wood County IT and Fidler completed a recording software upgrade to Avid on August 18th. The upgrade allows new features in our recording software to be utilized. The upgrade was no additional costs to Wood County.
8. On August 24th, I attended the WRDA Executive board meeting in Weston.
9. I completed the Wood County Register of Deeds 2022 budget and submitted to Finance.
10. I was interviewed by Fidler for the Wisconsin eByte monthly issue. Wood County will be the first office in WI to go “live” with accepting credit cards for online Laredo services. I am ecstatic to provide this service!
11. I attended the virtual Property Records Industry Association national conference from August 30th to September 2nd.
12. All ROD staff attended an Avid software training with Fidler.
13. I’ve been working with WRDA District 7 to finalize all WRDA Fall Conference planning. We are the host district this year and are looking forward to a successful event.

VICTIM WITNESS SERVICES REPORT

Michele Newman, Coordinator
May 26, 2021 to August 24, 2021

Victims/Witnesses Served:

434 Victims or Witnesses made contact with via phone

75 Victims or Witnesses met with in person

6 Victims assisted with preparation of Crime Victim Compensation Application

324 Initial contact packet information sent

3 No contact order information

30 No prosecutions notification

205 Victims or Witnesses were notified of all hearings

150 Victims or Witnesses were notified of plea agreement/sentencing

39 Victims or Witnesses notified of disposition on closed cases

2 Victims or Witnesses notified of sentencing after revocation

41 Victims with restitution requested

42 Victim Impact Statements

39 - Victims registered with NOTIS/Vine service – Victims now register for NOTIS services with the State Office of Crime Victim at the state level. This detail will now be for Vine Link only.

0 Victims notified of appeals court proceedings

Total services/events // Total unique parties = **1305 // 635**

Trainings/Meetings/Other: CPR skills test/ recertification

REGISTER IN PROBATE/JUVENILE COURT

MISSION STATEMENT

The Register in Probate/Juvenile Court office maintains records and performs statutory functions pertaining to Formal and Informal Probate, Trusts, Adult and Juvenile Guardianships, Adult and Juvenile Mental Commitments, Juvenile Delinquencies, Children in Need of Protection and Services, Juveniles in Need of Protection and Services, Adult and Juvenile Adoptions and Terminations of Parental Rights. This office files and maintains all documentation statutorily required for the official court record including collecting statutory court fees. The collective goal is to support the operation of the Courts and provide superior justice related services to all case participants and the general public.

CIRCUIT COURT BRANCH 1

MISSION STATEMENT

The mission statement of all Wisconsin Circuit Courts is found in the Wisconsin Statutes and may be included as part of the Wood County budget for Circuit Court Branch 1.

Section 753.03 Jurisdiction of Circuit Courts

The Circuit Courts have the general jurisdiction prescribed for them by Article VII of the Constitution and have power to issue all writs, process and commissions provided in Article VII of the Constitution or by the statutes, or which may be necessary to the due execution of the powers vested in them. The Circuit Courts have power to hear and determine, within their respective circuits, all civil and criminal actions and proceedings unless exclusive jurisdiction is given to some other court; and they have all the powers, according to the usages of courts of law and equity, necessary to the full and complete jurisdiction of the causes and parties and the full and complete administration of justice, and to carry into effect their judgments, orders and other determinations, subject to review by the Court of Appeals or the Supreme Court as provided by law. The courts and the judges thereof have power to award all such writs, process and commissions, throughout the State, returnable in the proper county.

PROGRAMS/SERVICES – REGISTER IN PROBATE/JUVENILE COURT

This includes the services of :

- Examining all documents for compliance with statutory filing requirements, initiating, certifying and assembling documents and files.
- Clerking all proceedings for case types filed in the probate/juvenile office which involves administering oaths, marking exhibits, scheduling hearings, preparing minutes and entering information on CCAP for each case file.
- Administering Informal Probate pursuant to statutory requirements.
- Reviewing guardianship and trust annual accounts every year pursuant to Statute and monitoring timelines.
- Scheduling hearings, mailing notices and performing calendar management.
- Collecting statutory filing and certification fees.
- Preparing and submitting reports to the Chief Judge, Clerk of Courts, Bureau of Vital Statistics, Adoption Records Program and Crime Information Bureau.
- Performing administrative duties as the Judges direct.
- Providing quality information and assistance in the preparation and filing of documents in these cases to the public in a courteous and efficient manner.

PROGRAMS/SERVICES – CIRCUIT COURT BRANCH 1

Circuit Court Branch 1 is responsible for the timely and efficient caseload management of one-third of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, guardianship, juvenile, adoption, small claims, out of county and any other miscellaneous cases as assigned.

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 0301 - Branch I

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
03 - Branch I										
0301 - Branch I										
0301-51212 - Circuit Court Branch I										
(Unassigned)										
1601-Register in Probate (1601-12398): MARY ANDERSON (123	Grade J	Step 3	100.00	63,794	26,497	-	90,291	2,080	-	1.00
1602-Deputy Reg Probate (1602-12140): KIMBERLY THURBER (Grade F	Step 11	96.88	48,400	23,561	-	71,961	2,015	-	0.97
1603A - B1 Judicial Assistant (1603A-10846): ASHLEY BEARD (1	Grade G	Step 4	96.88	48,300	23,474	-	71,774	2,015	-	0.97
1603-Legal Admin Asst (1603-12413): EMILY BURROUGHS (124	Grade F	Step 2	81.38	34,444	18,016	-	52,460	1,693	-	0.81
1603-Legal Admin Asst (1603-12676): TARA JENSEN (12676)-TA	Grade F	Step 4	96.88	43,262	22,636	-	65,898	2,015	-	0.97
Total (Unassigned)				238,200	114,184	-	352,384	9,818	-	4.72
Total 0301-51212 - Circuit Court Branch I				238,200	114,184	-	352,384	9,818	-	4.72
Total 0301 - Branch I				238,200	114,184	-	352,384	9,818	-	4.72
Total 03 - Branch I				238,200	114,184	-	352,384	9,818	-	4.72
Grand Total				238,200	114,184	-	352,384	9,818	-	4.72



Department Operating Budget Summary

2022 Budget Summary				
Department: 03 - Branch I	0301 - Branch I	2022 Total	Change %	2021 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	59,483	59,483	0.00%	59,483
45 - Fines, Forfeits and Penalties	1,700	1,700	0.00%	1,700
46 - Public Charges for Services	30,515	30,515	0.00%	30,515
Total Operating Revenues	91,698	91,698	0.00%	91,698
Revenue / Funding Source Total	91,698	91,698	0.00%	91,698
Expense / Expenditure				
100 - Personnel Services	352,769	352,769	+3.20%	341,837
200 - Contractual Services	8,485	8,485	0.00%	8,485
300 - Supplies and Expense	21,710	21,710	0.00%	21,710
500 - Fixed Charges	43,597	43,597	-0.11%	43,646
Total Operating Expenditures	426,561	426,561	+2.62%	415,678
Expense / Expenditure Total	426,561	426,561	+2.62%	415,678
03 - Branch I Total	334,863	334,863	+3.36%	323,980

2021 Budget Summary		
Department: 03 - Branch I	0301 - Branch I	2021 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	59,483	59,483
45 - Fines, Forfeits and Penalties	1,700	1,700
46 - Public Charges for Services	30,515	30,515
Total Operating Revenues	91,698	91,698
Revenue / Funding Source Total	91,698	91,698
Expense / Expenditure		
100 - Personnel Services	341,837	341,837
200 - Contractual Services	8,485	8,485
300 - Supplies and Expense	21,710	21,710
500 - Fixed Charges	43,646	43,646
Total Operating Expenditures	415,678	415,678
Expense / Expenditure Total	415,678	415,678
03 - Branch I Total	323,980	323,980



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
03 - Branch I					
0301 - Branch I					
<u>Revenue / Funding Source</u>					
0301-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	59,483	0.00%	59,483	59,761	59,761
0301-43512 - State Grants-Courts Total	59,483	0.00%	59,483	59,761	59,761
0301-45110 - Juvenile Ordinances					
45 - Fines, Forfeits and Penalties	1,700	0.00%	1,700	2,344	4,293
0301-45110 - Juvenile Ordinances Total	1,700	0.00%	1,700	2,344	4,293
0301-46143 - Public Charges-Interpreter Reimbursement					
46 - Public Charges for Services	1,915	0.00%	1,915	1,416	1,915
0301-46143 - Public Charges-Interpreter Reimbursement Total	1,915	0.00%	1,915	1,416	1,915
0301-46144 - Court Fees & Costs-Branch I					
46 - Public Charges for Services	28,600	0.00%	28,600	18,207	36,412
0301-46144 - Court Fees & Costs-Branch I Total	28,600	0.00%	28,600	18,207	36,412
Revenue / Funding Source Total	91,698	0.00%	91,698	81,728	102,381
<u>Expense / Expenditure</u>					
0301-51212 - Circuit Court Branch I					
100 - Personnel Services	352,769	+3.20%	341,837	206,545	350,305
200 - Contractual Services	8,485	0.00%	8,485	2,854	5,748
300 - Supplies and Expense	21,710	0.00%	21,710	6,190	14,017
500 - Fixed Charges	43,597	-0.11%	43,646	29,097	43,646
0301-51212 - Circuit Court Branch I Total	426,561	+2.62%	415,678	244,685	413,716
Expense / Expenditure Total	426,561	+2.62%	415,678	244,685	413,716
0301 - Branch I Total	334,863	+3.36%	323,980	162,957	311,335
03 - Branch I Total	334,863	+3.36%	323,980	162,957	311,335



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
03 - Branch I						
0301 - Branch I						
<u>Revenue / Funding Source</u>						
0301-43512 - State Grants-Courts						
101-0301-43512-???-000	43-000 - Intergovernmental Revenues	59,483	59,483	0	0.00%	
0301-45110 - Juvenile Ordinances						
101-0301-45110-???-000	45-000 - Fines, Forfeits and Penalties	1,700	1,700	0	0.00%	
0301-46143 - Public Charges-Interpreter Reimbursement						
101-0301-46143-???-000	46-000 - Public Charges for Services	1,915	1,915	0	0.00%	
0301-46144 - Court Fees & Costs-Branch I						
101-0301-46144-???-000	46-000 - Public Charges for Services	28,600	28,600	0	0.00%	
<u>Expense / Expenditure</u>						
0301-51212 - Circuit Court Branch I						
101-0301-51212-???-101	101 - Wages-Permanent	205,547	199,216	6,331	+3.18%	
101-0301-51212-???-107	107 - Sick Leave	10,811	10,369	443	+4.27%	
101-0301-51212-???-108	108 - Vacation	12,881	10,294	2,587	+25.13%	
101-0301-51212-???-109	109 - Holiday	8,960	8,593	367	+4.27%	
101-0301-51212-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	2 employees had death in family (2021)
101-0301-51212-???-120	120 - FICA	18,222	17,478	744	+4.26%	
101-0301-51212-???-130	130 - Health Insurance	75,831	75,009	822	+1.10%	
101-0301-51212-???-132	132 - Post Employment Benefits	4,075	4,569	(494)	-10.82%	
101-0301-51212-???-133	133 - Vision Insurance	152	226	(74)	-32.56%	



Department Operating Budget Narrative

101-0301-51212-???-140	140 - Life Insurance	58	58	0	0.00%
101-0301-51212-???-151	151 - Retirement	15,483	15,422	61	+0.40%
101-0301-51212-???-160	160 - Worker's Compensation	362	217	145	+66.81%
101-0301-51212-???-172	172 - Training / Conference / CPE	385	385	0	0.00%
101-0301-51212-???-218	218 - Prof Serv-Witness Fees	750	750	0	0.00%
101-0301-51212-???-219	219 - Prof Serv-Other	3,800	3,800	0	0.00%
101-0301-51212-???-221	221 - Utility Service-Cellphone / Telephone	2,500	2,500	0	0.00%
101-0301-51212-???-230	230 - R/M Serv-PC Replacement	35	35	0	0.00%
101-0301-51212-???-243	243 - R/M Serv Other-Equipment	400	400	0	0.00%
101-0301-51212-???-291	291 - Contractual Services-Other	1,000	1,000	0	0.00%
101-0301-51212-???-311	311 - Office Supplies	6,500	6,500	0	0.00%
101-0301-51212-???-312	312 - Copy Expense	1,250	1,250	0	0.00%
101-0301-51212-???-313	313 - Postage	3,400	3,400	0	0.00% Increase in overdue/delinquent account notices (2021)
101-0301-51212-???-328	328 - Dues	8,200	8,200	0	0.00%
101-0301-51212-???-331	331 - Mileage	800	800	0	0.00%
101-0301-51212-???-332	332 - Meals	360	360	0	0.00%
101-0301-51212-???-333	333 - Lodging / Hotels	1,200	1,200	0	0.00%
101-0301-51212-???-336	336 - Parking	0	0	0	0.00%
101-0301-51212-???-511	511 - Insurance-Liability	1,815	1,864	(49)	-2.65%
101-0301-51212-???-531	531 - Rent-Interdepartment	41,782	41,782	0	0.00%

Total 03 - Branch I

334,863

323,980

10,883

#Error

MISSION STATEMENT

The mission statement of all Wisconsin Circuit Courts is found in the Wisconsin Statutes and may be included as part of the Wood County budget for Circuit Court Branch 2.

§753.03 Jurisdiction of Circuit Courts.

The Circuit Courts have the general jurisdiction prescribed for them by Article VII of the Constitution and have power to issue all writs, process and commissions provided in Article VII of the Constitution or by the statutes, or which may be necessary to the due execution of the powers vested in them. The Circuit Courts have power to hear and determine, within their respective circuits, all civil and criminal actions and proceedings unless exclusive jurisdiction is given to some other court; and they have all the powers, according to the usages of courts of law and equity, necessary to the full and complete jurisdiction of the causes and parties and the full and complete administration of justice, and to carry into effect their judgments, orders and other determinations, subject to review by the Court of Appeals or the Supreme Court as provided by law. The courts and the judges thereof have power to award all such writs, process and commissions, throughout the State, returnable in the proper county.

CIRCUIT COURT BRANCH II STATEMENT OF PROGRAMS AND SERVICES

Circuit Court Branch 2 is responsible for the timely and efficient caseload management of one-third of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, juvenile, small claims, out of county and other miscellaneous cases assigned.



Department Operating Budget Summary

2022 Budget Summary				
Department: 04 - Branch II	0401 - Branch II	2022 Total	Change %	2021 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	59,483	59,483	0.00%	59,483
46 - Public Charges for Services	1,416	1,416	-26.06%	1,916
Total Operating Revenues	60,899	60,899	-0.81%	61,399
Revenue / Funding Source Total	60,899	60,899	-0.81%	61,399
Expense / Expenditure				
100 - Personnel Services	78,284	78,284	+4.06%	75,227
200 - Contractual Services	7,410	7,410	-6.32%	7,910
300 - Supplies and Expense	6,250	6,250	+0.81%	6,200
500 - Fixed Charges	34,600	34,600	-0.42%	34,746
Total Operating Expenditures	126,544	126,544	+1.98%	124,083
Expense / Expenditure Total	126,544	126,544	+1.98%	124,083
04 - Branch II Total	65,645	65,645	+4.72%	62,684

2021 Budget Summary		
Department: 04 - Branch II	0401 - Branch II	2021 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	59,483	59,483
46 - Public Charges for Services	1,916	1,916
Total Operating Revenues	61,399	61,399
Revenue / Funding Source Total	61,399	61,399
Expense / Expenditure		
100 - Personnel Services	75,227	75,227
200 - Contractual Services	7,910	7,910
300 - Supplies and Expense	6,200	6,200
500 - Fixed Charges	34,746	34,746
Total Operating Expenditures	124,083	124,083
Expense / Expenditure Total	124,083	124,083
04 - Branch II Total	62,684	62,684



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
04 - Branch II					
0401 - Branch II					
<u>Revenue / Funding Source</u>					
0401-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	59,483	0.00%	59,483	59,761	59,483
0401-43512 - State Grants-Courts Total	59,483	0.00%	59,483	59,761	59,483
0401-46143 - Public Charges-Interpreter Reimbursement					
46 - Public Charges for Services	1,416	-26.06%	1,916	1,416	1,416
0401-46143 - Public Charges-Interpreter Reimbursement Total	1,416	-26.06%	1,916	1,416	1,416
Revenue / Funding Source Total	60,899	-0.81%	61,399	61,177	60,899
<u>Expense / Expenditure</u>					
0401-51213 - Circuit Court Branch II					
100 - Personnel Services	78,284	+4.06%	75,227	42,720	75,227
200 - Contractual Services	7,410	-6.32%	7,910	1,913	4,810
300 - Supplies and Expense	6,250	+0.81%	6,200	2,882	6,250
500 - Fixed Charges	34,600	-0.42%	34,746	23,164	34,746
0401-51213 - Circuit Court Branch II Total	126,544	+1.98%	124,083	70,680	121,033
Expense / Expenditure Total	126,544	+1.98%	124,083	70,680	121,033
0401 - Branch II Total	65,645	+4.72%	62,684	9,503	60,134
04 - Branch II Total	65,645	+4.72%	62,684	9,503	60,134



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
04 - Branch II						
0401 - Branch II						
Revenue / Funding Source						
0401-43512 - State Grants-Courts						
101-0401-43512-???-000	43-000 - Intergovernmental Revenues	59,483	59,483	0	0.00%	
0401-46143 - Public Charges-Interpreter Reimbursement						
101-0401-46143-???-000	46-000 - Public Charges for Services	1,416	1,916	(499)	-26.06%	Advised it would be the same as 2021.
Expense / Expenditure						
0401-51213 - Circuit Court Branch II						
101-0401-51213-???-101	101 - Wages-Permanent	43,758	42,481	1,277	+3.00%	Step Increase
101-0401-51213-???-107	107 - Sick Leave	2,379	2,261	118	+5.21%	
101-0401-51213-???-108	108 - Vacation	4,741	3,618	1,123	+31.04%	
101-0401-51213-???-109	109 - Holiday	1,972	1,874	98	+5.21%	
101-0401-51213-???-120	120 - FICA	4,043	3,843	200	+5.21%	
101-0401-51213-???-130	130 - Health Insurance	16,813	16,628	186	+1.12%	
101-0401-51213-???-132	132 - Post Employment Benefits	991	1,005	(13)	-1.32%	
101-0401-51213-???-133	133 - Vision Insurance	55	62	(7)	-11.27%	
101-0401-51213-???-140	140 - Life Insurance	16	16	0	0.00%	
101-0401-51213-???-151	151 - Retirement	3,435	3,391	44	+1.31%	
101-0401-51213-???-160	160 - Worker's Compensation	80	48	33	+68.33%	
101-0401-51213-???-172	172 - Training / Conference / CPE	0	0	0	0.00%	
101-0401-51213-???-214	214 - Prof Serv-Printing	110	110	0	0.00%	
101-0401-51213-???-219	219 - Prof Serv-Other	5,000	5,600	(600)	-10.71%	Cannot Est. -Case dependent



Department Operating Budget Narrative

101-0401-51213-???-221	221 - Utility Service-Cellphone / Telephone	1,800	1,700	100	+5.88%	
101-0401-51213-???-243	243 - R/M Serv Other-Equipment	500	500	0	0.00%	
101-0401-51213-???-311	311 - Office Supplies	1,500	1,500	0	0.00%	
101-0401-51213-???-312	312 - Copy Expense	150	300	(150)	-50.00%	Decreased Expense
101-0401-51213-???-313	313 - Postage	900	900	0	0.00%	
101-0401-51213-???-325	325 - Dues & Subscriptions	3,700	3,500	200	+5.71%	
101-0401-51213-???-331	331 - Mileage	0	0	0	0.00%	
101-0401-51213-???-332	332 - Meals	0	0	0	0.00%	
101-0401-51213-???-333	333 - Lodging / Hotels	0	0	0	0.00%	
101-0401-51213-???-336	336 - Parking	0	0	0	0.00%	
101-0401-51213-???-511	511 - Insurance-Liability	900	1,046	(146)	-13.99%	County Change
101-0401-51213-???-531	531 - Rent-Interdepartment	33,700	33,700	0	0.00%	

Total 04 - Branch II	65,645	62,684	1,962	#Error	
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Function Budget with Notes

0401-51213 - Circuit Court Branch II

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2022 Budget
Expense			
100 - Personnel Services			
101 - Wages-Permanent			43,758
107 - Sick Leave			2,379
108 - Vacation			4,741
109 - Holiday			1,972
120 - FICA			4,043
130 - Health Insurance			16,813
132 - Post Employment Benefits			991
133 - Vision Insurance			55
140 - Life Insurance			16
151 - Retirement			3,435
160 - Worker's Compensation			80
172 - Training / Conference / CPE	Circuit Court Branch II Training/Conference/CPE		-
Total 100 - Personnel Services			78,284
200 - Contractual Services			
214 - Prof Serv-Printing	Circuit Court Branch II Prof Services-Printing		110
219 - Prof Serv-Other	Circuit Court Branch II Interpreter	2,000	
219 - Prof Serv-Other	Circuit Court Branch II Transcripts	3,000	
			5,000
221 - Utility Service-Cellphone / Telep	Circuit Court Branch II Telephone		1,800
243 - R/M Serv Other-Equipment	Circuit Court Branch II Repair and Maintenance-Equ		500
Total 200 - Contractual Services			7,410
300 - Supplies and Expense			
311 - Office Supplies	Circuit Court Branch II Office Supplies		1,500
312 - Copy Expense	Circuit Court Branch II Copy Expense		150
313 - Postage	Circuit Court Branch II Postage		900
325 - Dues & Subscriptions	Circuit Court Branch II Dues & Subscriptions-BRANC		3,700
331 - Mileage	Circuit Court Branch II Mileage		-
332 - Meals	Circuit Court Branch II Meals		-
333 - Lodging / Hotels	Circuit Court Branch II Lodging / Hotels		-
336 - Parking	Circuit Court Branch II Parking		-
Total 300 - Supplies and Expense			6,250
500 - Fixed Charges			
511 - Insurance-Liability	Circuit Court Branch II Insurance-Liability		900
531 - Rent-Interdepartment	Circuit Court Branch II Interdepartment Rent - Courtroom	4,000	
531 - Rent-Interdepartment	Circuit Court Branch II Interdepartment Rent - Offices	29,700	
			33,700
Total 500 - Fixed Charges			34,600
Total Expense			126,544
Net Total			(126,544)

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 05 - Branch III

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
05 - Branch III										
0501 - Branch III										
0501-51214 - Circuit Court Branch III										
(Unassigned)										
-		Step 1	7.75	3,280	1,716	-	4,996	161	-	0.08
1605A - B3 Judicial Assistant (1605A-12310): KAYLA CLARK (12	Grade G	Step 3	96.88	47,030	23,338	-	70,368	2,015	-	0.97
Total (Unassigned)				50,311	25,053	-	75,364	2,176	-	1.05
Total 0501-51214 - Circuit Court Branch III				50,311	25,053	-	75,364	2,176	-	1.05
Total 0501 - Branch III				50,311	25,053	-	75,364	2,176	-	1.05
Total 05 - Branch III				50,311	25,053	-	75,364	2,176	-	1.05
Grand Total				50,311	25,053	-	75,364	2,176	-	1.05



Department Operating Budget Summary

2022 Budget Summary				
Department: 05 - Branch III	0501 - Branch III	2022 Total	Change %	2021 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	59,761	59,761	+0.47%	59,483
46 - Public Charges for Services	1,916	1,916	0.00%	1,916
47 - Intergovernmental Charges for Services	700	700	0.00%	700
Total Operating Revenues	62,377	62,377	+0.45%	62,099
Revenue / Funding Source Total	62,377	62,377	+0.45%	62,099
Expense / Expenditure				
100 - Personnel Services	75,364	75,364	+4.15%	72,360
200 - Contractual Services	10,050	10,050	+53.44%	6,550
300 - Supplies and Expense	5,425	5,425	0.00%	5,425
500 - Fixed Charges	39,583	39,583	-4.04%	41,251
Total Operating Expenditures	130,422	130,422	+3.85%	125,586
Expense / Expenditure Total	130,422	130,422	+3.85%	125,586
05 - Branch III Total	68,045	68,045	+7.18%	63,488



Department Operating Budget Summary

Department: 05 - Branch III	2021 Budget Summary	
	0501 - Branch III	2021 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	59,483	59,483
46 - Public Charges for Services	1,916	1,916
47 - Intergovernmental Charges for Services	700	700
Total Operating Revenues	62,099	62,099
Revenue / Funding Source Total	62,099	62,099
Expense / Expenditure		
100 - Personnel Services	72,360	72,360
200 - Contractual Services	6,550	6,550
300 - Supplies and Expense	5,425	5,425
500 - Fixed Charges	41,251	41,251
Total Operating Expenditures	125,586	125,586
Expense / Expenditure Total	125,586	125,586
05 - Branch III Total	63,488	63,488



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
05 - Branch III					
0501 - Branch III					
<u>Revenue / Funding Source</u>					
0501-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	59,761	+0.47%	59,483	59,761	59,483
0501-43512 - State Grants-Courts Total	59,761	+0.47%	59,483	59,761	59,483
0501-46143 - Public Charges-Interpreter Reimbursement					
46 - Public Charges for Services	1,916	0.00%	1,916	1,416	1,916
0501-46143 - Public Charges-Interpreter	1,916	0.00%	1,916	1,416	1,916
0501-47210 - Branch III					
47 - Intergovernmental Charges for	700	0.00%	700	0	700
0501-47210 - Branch III Total	700	0.00%	700	0	700
Revenue / Funding Source Total	62,377	+0.45%	62,099	61,177	62,099
<u>Expense / Expenditure</u>					
0501-51214 - Circuit Court Branch III					
100 - Personnel Services	75,364	+4.15%	72,360	40,958	72,360
200 - Contractual Services	10,050	+53.44%	6,550	2,349	6,500
300 - Supplies and Expense	5,425	0.00%	5,425	2,919	5,425
500 - Fixed Charges	39,583	-4.04%	41,251	27,501	41,251
0501-51214 - Circuit Court Branch III Total	130,422	+3.85%	125,586	73,726	125,536
Expense / Expenditure Total	130,422	+3.85%	125,586	73,726	125,536
0501 - Branch III Total	68,045	+7.18%	63,488	12,549	63,438
05 - Branch III Total	68,045	+7.18%	63,488	12,549	63,438



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
05 - Branch III						
0501 - Branch III						
Revenue / Funding Source						
0501-43512 - State Grants-Courts						
101-0501-43512-???-000	43-000 - Intergovernmental Revenues	59,761	59,483	278	+0.47%	
0501-46143 - Public Charges-Interpreter						
101-0501-46143-???-000	46-000 - Public Charges for Services	1,916	1,916	0	0.00%	
0501-47210 - Branch III						
101-0501-47210-???-000	47-000 - Intergovernmental Charges for Services	700	700	0	0.00%	
Expense / Expenditure						
0501-51214 - Circuit Court Branch III						
101-0501-51214-???-101	101 - Wages-Permanent	43,417	42,036	1,381	+3.28%	
101-0501-51214-???-107	107 - Sick Leave	2,265	2,149	115	+5.37%	
101-0501-51214-???-108	108 - Vacation	2,752	1,779	973	+54.69%	Judicial Assistant gained another week of vacation due to anniversary
101-0501-51214-???-109	109 - Holiday	1,877	1,781	96	+5.37%	
101-0501-51214-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-0501-51214-???-120	120 - FICA	3,849	3,653	196	+5.37%	
101-0501-51214-???-130	130 - Health Insurance	16,813	16,628	186	+1.12%	
101-0501-51214-???-132	132 - Post Employment Benefits	941	955	(14)	-1.50%	
101-0501-51214-???-133	133 - Vision Insurance	88	95	(7)	-7.41%	
101-0501-51214-???-140	140 - Life Insurance	16	16	0	0.00%	
101-0501-51214-???-151	151 - Retirement	3,270	3,223	47	+1.47%	
101-0501-51214-???-160	160 - Worker's Compensation	76	45	31	+68.59%	County increase in rates
101-0501-51214-???-172	172 - Training / Conference / CPE	0	0	0	0.00%	
101-0501-51214-???-214	214 - Prof Serv-Printing	150	150	0	0.00%	
101-0501-51214-???-219	219 - Prof Serv-Other	5,000	5,000	0	0.00%	
101-0501-51214-???-221	221 - Utility Service-Cellphone / Telephone	1,400	1,400	0	0.00%	
101-0501-51214-???-311	311 - Office Supplies	1,500	1,500	0	0.00%	
101-0501-51214-???-312	312 - Copy Expense	600	600	0	0.00%	
101-0501-51214-???-313	313 - Postage	825	825	0	0.00%	
101-0501-51214-???-325	325 - Dues & Subscriptions	2,500	2,500	0	0.00%	
101-0501-51214-???-331	331 - Mileage	0	0	0	0.00%	
101-0501-51214-???-332	332 - Meals	0	0	0	0.00%	
101-0501-51214-???-333	333 - Lodging / Hotels	0	0	0	0.00%	
101-0501-51214-???-336	336 - Parking	0	0	0	0.00%	
101-0501-51214-???-511	511 - Insurance-Liability	1,710	1,771	(61)	-3.46%	
101-0501-51214-???-531	531 - Rent-Interdepartment	37,873	39,480	(1,607)	-4.07%	
Total 05 - Branch III		64,545	63,488	1,614	#VALUE!	

Wood County Child Support Program

Mission Statement

“As a team of child support professionals, our commitment is to enhance the well-being of the children and families we serve.”

Wood County Child Support Program

Statement of Programs and Services

The child support enforcement (or Title IV-D) program is operated through the cooperative efforts of federal, state and local government. The program is designed to: Establish paternity on behalf of children, whose parents were not married to each other at the time of the child's birth; establish court orders obligating parents to pay child support and provide health care for their children, including health insurance coverage; collect support payments including child support and family support; take administrative and legal actions necessary to enforce a support order when parents fail to pay the support they have been ordered to pay; find parents who are not paying support and locate their income and assets; and when necessary, to establish or enforce a child support order.

The Bureau of Child Support oversees administration of the IV-D program. The program is operated locally by counties or tribal child support agencies. The IV-D program encourages parental responsibility and offers social, economic and medical benefits to families. By helping parents establish paternity and obtain legal orders for payment of child support, the program benefits not only the children and families who are directly affected, but the general public as well. Some of the tangible benefits include: financial security for children, reduced public assistance costs and reduced health care costs.

Federal Laws and Regulations

The child support program is authorized by federal law, and is operated in accordance with federal and state laws and regulations. At the federal level, the Social Security Act provides the authority to operate a child support program. Title IV-D assigns responsibility for overseeing the child support program to the federal government, and primary responsibility for operating the program to the states. Federal standards for operating the program, which all states must follow, are documented in the Code of Federal Regulations, Sections 300 to 399. This clarifies federal laws and explains how those laws are to be implemented. The CFR has the same force of authority as the law it is written to implement. For this reason, all state and local agencies operating the IV-D program must comply with the regulations.

In Wisconsin, ss 49.22, Wis. Stats., provides the administrative authority to operate a program to establish paternity, collect child support, and handle related matters. Chapters 767 and 769 cover requirements for handling legal and administrative actions. Administrative rules published in the Wisconsin Administrative Code have the force of law. Three important state administrative rules directly relate to the program. DCF 150 governs setting child support payment amounts; DCF 151 relates to certain aspects of paternity establishment, DCF 152 deals with administration of the program. County child support enforcement agencies must follow both state and federal laws and regulations. For this reason, great care is taken to ensure that all state laws and policies related to child support enforcement are consistent and compatible with federal requirements.

Funding Sources

The program is funded with a combination of federal, state and local dollars. Counties are responsible for covering any costs of operating the program that are not covered by state or federal funding. If state and federal funding is not sufficient to operate the child support program, the child support agency becomes dependent on local tax levy to fund the remaining costs.

Administrative Cost Reimbursement: Federal administrative cost reimbursement is the principal source of funds for the child support program. Reimbursement is not limited to administrative costs, but covers all costs of managing and operating the program, including providing services. The reimbursement rate for most administrative costs is currently 66%. When submitting administrative cost claims, certain revenues and reimbursements must be subtracted from total costs to arrive at the net reimbursable amount. Program application fees and collections made on reimbursed costs, such as genetic testing must be subtracted from any administrative cost claims.

Federal Incentive Payments: Federal Incentive monies are allocated to States based upon their performance in four performance measures. The performance measures are Current Child Support Collection Rate, Paternity Establishment Rate, Court Order Establishment Rate and Federal Arrears Collection Rate. The State of Wisconsin then distributes the money to the counties based upon their performance. Federal incentive payments are not eligible for the 66% reimbursement so they must be subtracted out before costs can be submitted.

State General Purpose Revenue: This block of money is distributed to the counties from the State of Wisconsin. It is allocated to the counties from the State based upon performance and efficiency. State GPR was allocated as a way to make up for revenue cuts that were created by the Deficit Reduction Act of 2005. The Deficit Reduction Act reduced funding to the counties by not allowing Federal Incentive monies to be eligible for the 66% reimbursement. State GPR is eligible for the 66% Federal reimbursement.

Medical Support Incentives: Under federal regulations, the state agency responsible for administering Medicaid must pay incentives to child support agencies for medical support collections. The incentive payments equal 15% of any MA costs that are recovered from a non-custodial parent. The medical support incentives are paid to the child support agency responsible for collection. All medical support incentive payments must be reinvested in the child support program and are not eligible for 66% federal reimbursement. The revenue is treated like program revenue for budgeting purposes.

Program Revenues: All child support program revenues must be reported to the Office of Child Support Enforcement and must be used to offset the state's administrative costs for the IV-D program. The revenues are reported to the Office of Child Support Enforcement quarterly. County program income revenue that must be reported includes application fees, genetic testing fees, and out-of-state extradition costs. State program revenue that must be reported includes contingency fees on collections made through federal and state tax intercepts and the interstate collections program, fees charged to

tribes under purchase of service agreements, interest on accounts held by the Support Collections Trust Fund, unclaimed funds and the annual receipt and disbursement fee for IV-D cases.

County Levy: When all other funding sources have been exhausted County Levy is essential to appropriately fund the program.

Impact of the Child Support Program on other Programs

Taxpayer Savings: Child support collections reduce public assistance costs. Child support collected for children helps to keep families independent of public assistance and thereby avoids added public assistance costs paid by taxpayers.

Human Services Revenue: The Child Support Agency collects support from parents who have children in out of home placement such as foster care or juvenile detention. The money is then distributed to Human Services to offset the cost of the out of home placement.

Cooperative Agreements: The Child Support Agency enters into cooperative agreements with other county departments and reimburses them for 66% of their costs. Although the Child Support Agency does not pay 100% of the cooperative agency's expense, the other agencies are doing duties they otherwise would have to do without reimbursement. This leads to a direct benefit to the county. Without the Child Support Agency these departments would see reduced funding.

Impact of program expenditure cuts on program revenues

As mentioned earlier for every dollar spent, the child support program gets 66% back from the federal government. If we reduce expenditures by \$100.00 we only save \$34.00 which is the 34% that we do not get reimbursed for. In order to see any real savings in our budget we would have to make significant cuts to expenses. If we wanted to save \$20,000.00 we would need to cut \$58,823.56 in expenses.

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 02 - Child Support

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
02 - Child Support										
0201 - Child Support										
0201-51330 - Child Support										
(Unassigned)										
1501-Child Support Dir (1501-10775): BRENT VRUWINK (10775)	Grade N	Step 7	100.00	92,082	31,076	-	123,158	2,080	-	1.00
1504-Case Worker (1504-10714): KRISTINE STATZ (10714)-KRIS	Grade H	Step 8	100.00	59,446	25,844	-	85,290	2,080	-	1.00
1504-Case Worker (1504-10724): VICKI STOFLET (10724)-VICKI	Grade H	Step 8	100.00	59,446	25,756	-	85,202	2,080	-	1.00
1504-Case Worker (1504-10804): DENISE WILLFAHRT (10804)-	Grade H	Step 8	96.88	57,589	25,044	-	82,632	2,015	-	0.97
1504-Case Worker (1504-11968): EMILY PEARCY (11968)-EMILY	Grade H	Step 4	96.88	53,377	24,285	-	77,662	2,015	-	0.97
1504-Case Worker (1504-12326): JENNA ARNOLD (12326)-JEN	Grade H	Step 2	96.88	50,556	23,842	-	74,398	2,015	-	0.97
1504-Case Worker (1504-12527): MCKENZIE KELNHOFER (1252)	Grade H	Step 2	96.88	50,556	23,810	-	74,366	2,015	-	0.97
1504-Case Worker (1504-12831): MEGHAN MILLER (12831)-ME	Grade H	Step 2	96.88	50,556	22,846	-	73,402	2,015	-	0.97
1506-Child Support Intake Worker (1506-12929): JENA MILLAR	Grade E	Step 2	96.88	36,189	20,847	-	57,036	2,015	-	0.97
Total (Unassigned)				509,799	223,349	-	733,148	18,330	-	8.82
Fiscal										
1509-Deputy Director (1509-10502): SHANNON LOBNER (1050)	Grade J	Step 8	100.00	70,699	27,591	-	98,290	2,080	-	1.00
1510-Accounting Assistant (1510-10771): LISA VOIGHT (10771)	Grade F	Step 13	96.88	49,529	23,730	-	73,258	2,015	-	0.97
Total Fiscal				120,228	51,320	-	171,548	4,095	-	1.97
Total 0201-51330 - Child Support				630,027	274,669	-	904,696	22,425	-	10.79
Total 0201 - Child Support				630,027	274,669	-	904,696	22,425	-	10.79
Total 02 - Child Support				630,027	274,669	-	904,696	22,425	-	10.79
Grand Total				630,027	274,669	-	904,696	22,425	-	10.79



Department Operating Budget Summary

2022 Budget Summary					
<u>Department: 02 - Child Support</u>	0201 - Child Support	0202 - Child Support - 5 County	2022 Total	Change %	2021 Budget
Revenue / Funding Source					
41 - Taxes	0		0	0.00%	0
43 - Intergovernmental Revenues	963,839	216,900	1,180,739	+4.71%	1,127,636
46 - Public Charges for Services	15,860		15,860	-1.18%	16,050
Total Operating Revenues	979,699	216,900	1,196,599	-2.76%	1,143,686
Revenue / Funding Source Total	979,699	216,900	1,196,599	-2.76%	1,143,686
Expense / Expenditure					
100 - Personnel Services	906,696	1,600	908,296	+4.40%	870,036
200 - Contractual Services	85,465	205,900	291,365	+5.41%	276,411
300 - Supplies and Expense	35,405	9,400	44,805	+0.45%	44,605
500 - Fixed Charges	39,701		39,701	+0.45%	39,521
Total Operating Expenditures	1,067,267	216,900	1,284,167	+4.36%	1,230,573
900 - Other Financing Uses	0		0	0.00%	0
Expense / Expenditure Total	1,067,267	216,900	1,284,167	+4.36%	1,230,573
Beginning Carryover	0	0	0	N/A	0
Ending Carryover	0	0	0	N/A	0
02 - Child Support Total	87,568	0	87,568	+0.78%	86,887

2021 Budget Summary			
<u>Department: 02 - Child Support</u>	0201 - Child Support	0202 - Child Support - 5 County	2021 Budget
Revenue / Funding Source			
41 - Taxes			
43 - Intergovernmental Revenues	922,680	204,956	1,127,636
46 - Public Charges for Services	16,050		16,050
Total Operating Revenues	938,730	204,956	1,143,686
Revenue / Funding Source Total	938,730	204,956	1,143,686
Expense / Expenditure			
100 - Personnel Services	864,036	6,000	870,036
200 - Contractual Services	88,255	188,156	276,411
300 - Supplies and Expense	33,805	10,800	44,605
500 - Fixed Charges	39,521		39,521
Total Operating Expenditures	1,025,617	204,956	1,230,573
900 - Other Financing Uses	0		0
Expense / Expenditure Total	1,025,617	204,956	1,230,573
Beginning Carryover	0	0	0
Ending Carryover	0	0	0
02 - Child Support Total	86,887	0	86,887



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
02 - Child Support					
0201 - Child Support					
<u>Revenue / Funding Source</u>					
0201-41110 - General Property Taxes -Child Support					
41 - Taxes	0	-100.00%	86,887	57,925	78,347
41-000 - Taxes	0	-100.00%	86,887	57,925	78,347
0201-41110 - General Property Taxes - Child Support Total	0	-100.00%	86,887	57,925	78,347
0201-43568 - State Aid-Child Support					
43 - Intergovernmental Revenues	963,839	+4.46%	922,680	517,135	915,924
43-000 - Intergovernmental Revenues	963,839	+4.46%	922,680	517,135	915,924
0201-43568 - State Aid-Child Support Total	963,839	+4.46%	922,680	517,135	915,924
0201-46621 - Child Support Genetic Tests					
46 - Public Charges for Services	4,300	-4.44%	4,500	2,173	3,200
46-000 - Public Charges for Services	4,300	-4.44%	4,500	2,173	3,200
0201-46621 - Child Support Genetic Tests Total	4,300	-4.44%	4,500	2,173	3,200
0201-46623 - Child Support Filing Fees					
46 - Public Charges for Services	60	+20.00%	50	90	60
46-000 - Public Charges for Services	60	+20.00%	50	90	60
0201-46623 - Child Support Filing Fees Total	60	+20.00%	50	90	60
0201-46624 - Child Support Service Fees					
46 - Public Charges for Services	11,500	0.00%	11,500	7,899	11,500
46-000 - Public Charges for Services	11,500	0.00%	11,500	7,899	11,500
0201-46624 - Child Support Service Fees Total	11,500	0.00%	11,500	7,899	11,500
0201-46625 - Public Charges-Extradition					
46 - Public Charges for Services	0	0.00%	0	0	
46-000 - Public Charges for Services	0	0.00%	0	0	
0201-46625 - Public Charges-Extradition Total	0	0.00%	0	0	
Revenue / Funding Source Total	979,699	-4.48%	1,025,617	585,223	1,009,031
<u>Expense / Expenditure</u>					
0201-51330 - Child Support					
100 - Personnel Services	906,696	+4.94%	864,036	513,641	864,275
101 - Wages-Permanent	529,167	+5.91%	499,632	289,801	501,320
107 - Sick Leave	28,753	+6.00%	27,127	17,887	27,127
108 - Vacation	48,277	+7.24%	45,017	33,676	45,017
109 - Holiday	23,830	+6.00%	22,482	9,521	22,482
110 - Funeral/Jury/Other	0	0.00%	0	1,367	982
120 - FICA	48,197	+6.02%	45,461	25,435	43,133



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
130 - Health Insurance	173,176	+1.08%	171,324	105,430	171,324
132 - Post Employment Benefits	10,866	+5.39%	10,310	6,101	10,310
133 - Vision Insurance	415	0.00%	415	256	415
140 - Life Insurance	106	+16.67%	91	65	106
151 - Retirement	40,952	+2.09%	40,112	23,778	40,294
156 - Unemployment Compensation	0	0.00%	0	0	
160 - Worker's Compensation	958	+69.63%	565	326	565
172 - Training / Conference / CPE	2,000	+33.33%	1,500	0	1,200
200 - Contractual Services	85,465	-3.16%	88,255	31,201	77,755
211 - Prof Serv-Legal	32,340	-2.00%	33,000	10,646	33,000
214 - Prof Serv-Printing	1,600	0.00%	1,600	1,392	1,600
217 - Prof Serv-Medical	8,000	-20.00%	10,000	1,260	3,500
219 - Prof Serv-Other	34,000	0.00%	34,000	12,535	30,000
221 - Utility Service-Cellphone / Telephone	5,700	+3.64%	5,500	2,598	5,500
230 - R/M Serv-PC Replacement	3,825	-7.94%	4,155	2,770	4,155
237 - R/M Serv-Interdept Softwr Supt	0	0.00%	0	0	
300 - Supplies and Expense	35,405	+4.73%	33,805	11,287	27,480
311 - Office Supplies	8,500	0.00%	8,500	1,638	6,000
312 - Copy Expense	3,600	-5.26%	3,800	510	3,200
313 - Postage	12,500	-3.85%	13,000	5,463	11,000
324 - Advertising	600	0.00%	600	263	450
325 - Dues & Subscriptions	600	+20.00%	500	300	500
327 - Computer Supplies	2,655	0.00%	2,655	2,653	2,655
331 - Mileage	4,000	+60.00%	2,500	448	1,800
332 - Meals	800	+60.00%	500	12	500
333 - Lodging / Hotels	2,000	+25.00%	1,600	0	1,300
336 - Parking	150	0.00%	150	0	75
340 - Operating Supplies & Expense	0	0.00%	0	0	0
500 - Fixed Charges	39,701	+0.45%	39,521	26,347	39,521
511 - Insurance-Liability	3,953	+4.76%	3,773	2,515	3,773
531 - Rent-Interdepartment	35,748	0.00%	35,748	23,832	35,748
0201-51330 - Child Support Total	1,067,267	+4.06%	1,025,617	582,476	1,009,031
0201-59210 - Transfers to General Fund					
900 - Other Financing Uses	0	0.00%	0	0	
911 - Transfer to General Fund	0	0.00%	0	0	
0201-59210 - Transfers to General Fund Total	0	0.00%	0	0	
Expense / Expenditure Total	1,067,267	+4.06%	1,025,617	582,476	1,009,031
0201 - Child Support Total	87,568	+114921175.53%	0	(2,746)	0
0202 - Child Support - 5 County					
Revenue / Funding Source					
0202-43568 - State Aid-Child Support 5 County					
43 - Intergovernmental Revenues	216,900	+5.83%	204,956	0	204,956



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
43-000 - Intergovernmental Revenues	216,900	+5.83%	204,956	0	204,956
0202-43568 - State Aid-Child Support 5 County Total	216,900	+5.83%	204,956	0	204,956
Revenue / Funding Source Total	216,900	+5.83%	204,956	0	204,956
<u>Expense / Expenditure</u>					
0202-51333 - Child Support - 5 County					
100 - Personnel Services	1,600	-73.33%	6,000	0	6,000
101 - Wages-Permanent	0	0.00%	0	0	
107 - Sick Leave	0	0.00%	0	0	
108 - Vacation	0	0.00%	0	0	
109 - Holiday	0	0.00%	0	0	
120 - FICA	0	0.00%	0	0	
130 - Health Insurance	0	0.00%	0	0	
132 - Post Employment Benefits	0	0.00%	0	0	
133 - Vision Insurance	0	0.00%	0	0	
140 - Life Insurance	0	0.00%	0	0	
151 - Retirement	0	0.00%	0	0	
160 - Worker's Compensation	0	0.00%	0	0	
172 - Training / Conference / CPE	1,600	-73.33%	6,000	0	6,000
200 - Contractual Services	205,900	+9.43%	188,156	94,280	188,156
219 - Prof Serv-Other	205,180	+9.47%	187,436	94,060	187,436
221 - Utility Service-Cellphone / Telephone	720	0.00%	720	219	720
300 - Supplies and Expense	9,400	-12.96%	10,800	0	10,800
311 - Office Supplies	5,000	-9.09%	5,500	0	5,500
331 - Mileage	2,500	-16.67%	3,000	0	3,000
332 - Meals	300	-50.00%	600	0	600
333 - Lodging / Hotels	1,500	0.00%	1,500	0	1,500
336 - Parking	100	-50.00%	200	0	200
0202-51333 - Child Support - 5 County Total	216,900	+5.83%	204,956	94,280	204,956
Expense / Expenditure Total	216,900	+5.83%	204,956	94,280	204,956
0202 - Child Support - 5 County Total	0	0.00%	0	94,280	0
02 - Child Support Total	87,568	+114921175.53%	0	91,534	0



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
02 - Child Support						
0201 - Child Support						
Revenue / Funding Source						
0201-41110 - General Property Taxes -Child						
230-0201-41110-???-000	41-000 - Taxes	0	86,887	(86,887)	-100.00%	
0201-43568 - State Aid-Child Support						
230-0201-43568-???-000	43-000 - Intergovernmental Revenues	963,839	922,680	41,159	+4.46%	
0201-46621 - Child Support Genetic Tests						
230-0201-46621-???-000	46-000 - Public Charges for Services	4,300	4,500	(200)	-4.44%	
0201-46623 - Child Support Filing Fees						
230-0201-46623-???-000	46-000 - Public Charges for Services	60	50	10	+20.00%	increase in revenue
0201-46624 - Child Support Service Fees						
230-0201-46624-???-000	46-000 - Public Charges for Services	11,500	11,500	0	0.00%	
0201-46625 - Public Charges-Extradition						
230-0201-46625-???-000	46-000 - Public Charges for Services	0	0	0	0.00%	
Expense / Expenditure						
0201-51330 - Child Support						
230-0201-51330-???-101	101 - Wages-Permanent	529,167	499,632	29,535	+5.91%	
230-0201-51330-???-107	107 - Sick Leave	28,753	27,127	1,626	+6.00%	
230-0201-51330-???-108	108 - Vacation	48,277	45,017	3,259	+7.24%	
230-0201-51330-???-109	109 - Holiday	23,830	22,482	1,348	+6.00%	
230-0201-51330-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
230-0201-51330-???-120	120 - FICA	48,197	45,461	2,736	+6.02%	
230-0201-51330-???-130	130 - Health Insurance	173,176	171,324	1,852	+1.08%	
230-0201-51330-???-132	132 - Post Employment Benefits	10,866	10,310	555	+5.39%	
230-0201-51330-???-133	133 - Vision Insurance	415	415	0	0.00%	
230-0201-51330-???-140	140 - Life Insurance	106	91	15	+16.67%	County increase
230-0201-51330-???-151	151 - Retirement	40,952	40,112	839	+2.09%	
230-0201-51330-???-156	156 - Unemployment Compensation	0	0	0	0.00%	
230-0201-51330-???-160	160 - Worker's Compensation	958	565	393	+69.63%	County increase
230-0201-51330-???-172	172 - Training / Conference / CPE	2,000	1,500	500	+33.33%	return to normal
230-0201-51330-???-211	211 - Prof Serv-Legal	32,340	33,000	(660)	-2.00%	
230-0201-51330-???-214	214 - Prof Serv-Printing	1,600	1,600	0	0.00%	
230-0201-51330-???-217	217 - Prof Serv-Medical	8,000	10,000	(2,000)	-20.00%	Implementation of Admin. Paternity
230-0201-51330-???-219	219 - Prof Serv-Other	34,000	34,000	0	0.00%	
230-0201-51330-???-221	221 - Utility Service-Cellphone / Telephone	5,700	5,500	200	+3.64%	
230-0201-51330-???-230	230 - R/M Serv-PC Replacement	3,825	4,155	(330)	-7.94%	
230-0201-51330-???-237	237 - R/M Serv-Interdept Softwr Supt	0	0	0	0.00%	
230-0201-51330-???-311	311 - Office Supplies	8,500	8,500	0	0.00%	
230-0201-51330-???-312	312 - Copy Expense	3,600	3,800	(200)	-5.26%	
230-0201-51330-???-313	313 - Postage	12,500	13,000	(500)	-3.85%	
230-0201-51330-???-324	324 - Advertising	600	600	0	0.00%	
230-0201-51330-???-325	325 - Dues & Subscriptions	600	500	100	+20.00%	increase in costs & increase in travel
230-0201-51330-???-327	327 - Computer Supplies	2,655	2,655	0	0.00%	
230-0201-51330-???-331	331 - Mileage	4,000	2,500	1,500	+60.00%	return to normal
230-0201-51330-???-332	332 - Meals	800	500	300	+60.00%	return to normal
230-0201-51330-???-333	333 - Lodging / Hotels	2,000	1,600	400	+25.00%	return to normal
230-0201-51330-???-336	336 - Parking	150	150	0	0.00%	
230-0201-51330-???-340	340 - Operating Supplies & Expense	0	0	0	0.00%	
230-0201-51330-???-511	511 - Insurance-Liability	3,953	3,773	180	+4.76%	
230-0201-51330-???-531	531 - Rent-Interdepartment	35,748	35,748	0	0.00%	
0201-59210 - Transfers to General Fund						
230-0201-59210-???-911	911 - Transfer to General Fund	0	0	0	0.00%	
0202 - Child Support - 5 County						
Revenue / Funding Source						
0202-43568 - State Aid-Child Support 5						
230-0202-43568-???-000	43-000 - Intergovernmental Revenues	216,900	204,956	11,944	+5.83%	
Expense / Expenditure						
0202-51333 - Child Support - 5 County						
230-0202-51333-???-101	101 - Wages-Permanent	0	0	0	0.00%	
230-0202-51333-???-107	107 - Sick Leave	0	0	0	0.00%	
230-0202-51333-???-108	108 - Vacation	0	0	0	0.00%	
230-0202-51333-???-109	109 - Holiday	0	0	0	0.00%	
230-0202-51333-???-120	120 - FICA	0	0	0	0.00%	
230-0202-51333-???-130	130 - Health Insurance	0	0	0	0.00%	
230-0202-51333-???-132	132 - Post Employment Benefits	0	0	0	0.00%	
230-0202-51333-???-133	133 - Vision Insurance	0	0	0	0.00%	
230-0202-51333-???-140	140 - Life Insurance	0	0	0	0.00%	
230-0202-51333-???-151	151 - Retirement	0	0	0	0.00%	
230-0202-51333-???-160	160 - Worker's Compensation	0	0	0	0.00%	
230-0202-51333-???-172	172 - Training / Conference / CPE	1,600	6,000	(4,400)	-73.33%	less travel now that program is implemented
230-0202-51333-???-219	219 - Prof Serv-Other	205,180	187,436	17,744	+9.47%	
230-0202-51333-???-221	221 - Utility Service-Cellphone / Telephone	720	720	0	0.00%	
230-0202-51333-???-311	311 - Office Supplies	5,000	5,500	(500)	-9.09%	
230-0202-51333-???-331	331 - Mileage	2,500	3,000	(500)	-16.67%	less travel now that program is implemented
230-0202-51333-???-332	332 - Meals	300	600	(300)	-50.00%	less travel now that program is implemented
230-0202-51333-???-333	333 - Lodging / Hotels	1,500	1,500	0	0.00%	
230-0202-51333-???-336	336 - Parking	100	200	(100)	-50.00%	less travel now that program is implemented
Total 02 - Child Support		87,568	(0)	19,620	#VALUE!	

CLERK OF CIRCUIT COURT

MISSION STATEMENT

The role of Wisconsin's court system is to protect individuals' rights, privileges and liberties, to maintain the rule of law, and to provide a forum for the resolution of disputes that is fair, accessible, independent, and effective.

The mission of the Wood County Clerk of Circuit Court is to coordinate and manage the business and financial operations of the Wood County Clerk of Circuit Courts Office and to provide courteous, proficient and professional services to all internal and external customers.

The Clerk of Court's Office is the official record keeper for matters brought before the Wood County Circuit Court. The office receives and disburses bail, fines, forfeitures, fees, and restitution as provided for by state statute or upon order of the court and supports and assists other county and state agencies through the coordination of services and the collection and reporting of case related information.

PROGRAMS/SERVICES

The duties of the Clerk of Circuit Court's Office, as prescribed by state statute and established through local procedure, include the following services:

- ▶ Case management and event tracking
- ▶ Juror management
- ▶ Records management
- ▶ Case related financial services
- ▶ Operations and budget planning
- ▶ Calendar Management/scheduling
- ▶ Facility planning
- ▶ Courtroom operation support

Department Operating Budget Summary

2022 Budget Summary						
<u>Department: 07 - Clerk of Courts</u>	0702 - Clerk Of Courts-Divorce Mediation	0703 - Clerk Of Courts	0704 - Clerk Of Courts-Family Court	2022 Total	Change %	2021 Budget
Revenue / Funding Source						
43 - Intergovernmental Revenues		165,867		165,867	-1.08%	167,678
45 - Fines, Forfeits and Penalties		228,200		228,200	+1.78%	224,200
46 - Public Charges for Services	10,000	246,416		256,416	+21.86%	210,427
47 - Intergovernmental Charges for		9,000	1,100	10,100	-8.18%	11,000
48 - Miscellaneous Revenues		400		400	+33.33%	300
Total Operating Revenues	10,000	649,883	1,100	660,983	+7.72%	613,605
Revenue / Funding Source Total	10,000	649,883	1,100	660,983	+7.72%	613,605
Expense / Expenditure						
100 - Personnel Services		808,467		808,467	-4.76%	848,856
200 - Contractual Services		582,820	65,600	648,420	-7.02%	697,340
300 - Supplies and Expense	25,000	29,485		54,485	-2.33%	55,785
500 - Fixed Charges		67,429		67,429	-0.95%	68,073
Total Operating Expenditures	25,000	1,488,201	65,600	1,578,801	-5.46%	1,670,054
Expense / Expenditure Total	25,000	1,488,201	65,600	1,578,801	-5.46%	1,670,054
Beginning Carryover						
Ending Carryover						
07 - Clerk of Courts Total	15,000	838,318	64,500	917,818	-13.12%	1,056,449

2021 Budget Summary				
<u>Department: 07 - Clerk of Courts</u>	0702 - Clerk Of Courts-Divorce Mediation	0703 - Clerk Of Courts	0704 - Clerk Of Courts-Family Court	2021 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues		167,678		167,678
45 - Fines, Forfeits and Penalties		224,200		224,200
46 - Public Charges for Services	12,100	198,327		210,427
47 - Intergovernmental Charges for		9,000	2,000	11,000
48 - Miscellaneous Revenues		300		300

Total Operating Revenues	12,100	599,505	2,000	613,605
Revenue / Funding Source Total	12,100	599,505	2,000	613,605
Expense / Expenditure				
100 - Personnel Services		848,856		848,856
200 - Contractual Services		631,740	65,600	697,340
300 - Supplies and Expense	25,000	30,785		55,785
500 - Fixed Charges		68,073		68,073
Total Operating Expenditures	25,000	1,579,454	65,600	1,670,054
Expense / Expenditure Total	25,000	1,579,454	65,600	1,670,054
Beginning Carryover				
Ending Carryover				
07 - Clerk of Courts Total	12,900	979,949	63,600	1,056,449



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
07 - Clerk of Courts					
0702 - Clerk Of Courts-Divorce Mediation					
<u>Revenue / Funding Source</u>					
0702-46141 - Public Charges - Family Counseling Filing Fees					
46 - Public Charges for Services	6,000	0.00%	6,000	4,625	7,500
0702-46141 - Public Charges - Family Counseling Filing Fees Total	6,000	0.00%	6,000	4,625	7,500
0702-46143 - Public Charges - Court Ordered Mediation Fee Payments					
46 - Public Charges for Services	4,000	-34.43%	6,100	1,905	3,300
0702-46143 - Public Charges - Court Ordered Mediation Fee Payments Total	4,000	-34.43%	6,100	1,905	3,300
Revenue / Funding Source Total	10,000	-17.36%	12,100	6,530	10,800
<u>Expense / Expenditure</u>					
0702-51217 - Divorce Mediation Expense					
300 - Supplies and Expense	25,000	0.00%	25,000	10,900	23,000
0702-51217 - Divorce Mediation Expense Total	25,000	0.00%	25,000	10,900	23,000
Expense / Expenditure Total	25,000	0.00%	25,000	10,900	23,000
0702 - Clerk Of Courts-Divorce Mediation Total	15,000	+16.28%	12,900	4,371	12,200
0703 - Clerk Of Courts					
<u>Revenue / Funding Source</u>					
0703-43512 - State Grant - Circuit Court Support Payment					
43 - Intergovernmental Revenues	59,000	0.00%	59,000	59,761	59,761
0703-43512 - State Grant - Circuit Court Support Payment Total	59,000	0.00%	59,000	59,761	59,761
0703-43513 - State IV-E Reimbursement Grant					
43 - Intergovernmental Revenues	16,000	-20.00%	20,000	7,802	15,600
0703-43513 - State IV-E Reimbursement Grant Total	16,000	-20.00%	20,000	7,802	15,600
0703-43514 - State Aid - for Guardian Ad Litem					
43 - Intergovernmental Revenues	90,867	+2.47%	88,678	90,867	90,867
0703-43514 - State Aid - for Guardian Ad Litem Total	90,867	+2.47%	88,678	90,867	90,867
0703-45115 - County Share of Occup Driver					
45 - Fines, Forfeits and Penalties	200	0.00%	200	120	200
0703-45115 - County Share of Occup Driver Total	200	0.00%	200	120	200
0703-45120 - Co Share of St Fines & Forfeit					
45 - Fines, Forfeits and Penalties	130,000	0.00%	130,000	73,282	125,000
0703-45120 - Co Share of St Fines & Forfeit Total	130,000	0.00%	130,000	73,282	125,000
0703-45130 - County Fines & Forfeit					
45 - Fines, Forfeits and Penalties	98,000	+4.26%	94,000	57,674	100,000
0703-45130 - County Fines & Forfeit Total	98,000	+4.26%	94,000	57,674	100,000
0703-46140 - Bond Forfeiture Revenue					



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
46 - Public Charges for Services	150,000	0.00%	150,000	90,675	150,000
0703-46140 - Bond Forfeiture Revenue Total	150,000	0.00%	150,000	90,675	150,000
0703-46142 - Attorney and GAL Reimbursements					
46 - Public Charges for Services	95,000	+104.30%	46,500	59,185	99,000
0703-46142 - Attorney and GAL Reimbursements Total	95,000	+104.30%	46,500	59,185	99,000
0703-46143 - State Aid - for Interpreters					
46 - Public Charges for Services	1,416	-22.48%	1,827	1,416	1,416
0703-46143 - State Aid - for Interpreters Total	1,416	-22.48%	1,827	1,416	1,416
0703-47411 - Child Support Reimbursement					
47 - Intergovernmental Charges for Services	9,000	0.00%	9,000	4,150	8,500
0703-47411 - Child Support Reimbursement Total	9,000	0.00%	9,000	4,150	8,500
0703-48117 - Interest-Clerk of Courts					
48 - Miscellaneous Revenues	400	+33.33%	300	237	470
0703-48117 - Interest-Clerk of Courts Total	400	+33.33%	300	237	470
Revenue / Funding Source Total	649,883	+8.40%	599,505	445,170	650,814
<u>Expense / Expenditure</u>					
0703-51221 - Clerk of Courts					
100 - Personnel Services	808,467	-4.76%	848,856	475,732	806,694
200 - Contractual Services	582,820	-7.74%	631,740	265,092	485,390
300 - Supplies and Expense	29,485	-4.22%	30,785	11,642	24,791
500 - Fixed Charges	67,429	-0.95%	68,073	45,501	68,073
0703-51221 - Clerk of Courts Total	1,488,201	-5.78%	1,579,454	797,967	1,384,948
Expense / Expenditure Total	1,488,201	-5.78%	1,579,454	797,967	1,384,948
0703 - Clerk Of Courts Total	838,318	-14.45%	979,949	352,797	734,133
0704 - Clerk Of Courts-Family Court					
<u>Revenue / Funding Source</u>					
0704-47410 - Child Support Reimbursement for FCC					
47 - Intergovernmental Charges for Services	1,100	-45.00%	2,000	92	1,100
0704-47410 - Child Support Reimbursement for FCC Total	1,100	-45.00%	2,000	92	1,100
Revenue / Funding Source Total	1,100	-45.00%	2,000	92	1,100
<u>Expense / Expenditure</u>					
0704-51220 - Family Court Commissioner					
200 - Contractual Services	65,600	0.00%	65,600	43,666	65,600
0704-51220 - Family Court Commissioner Total	65,600	0.00%	65,600	43,666	65,600
Expense / Expenditure Total	65,600	0.00%	65,600	43,666	65,600
0704 - Clerk Of Courts-Family Court Total	64,500	+1.42%	63,600	43,573	64,500



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
07 - Clerk of Courts Total	917,818	-13.12%	1,056,449	400,741	810,833



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
07 - Clerk of Courts						
0702 - Clerk Of Courts-Divorce Mediation						
Revenue / Funding Source						
0702-46141 - Public Charges - Family Counseling Filing Fees						
101-0702-46141-???-000	46-000 - Public Charges for Services	6,000	6,000	0	0.00%	
0702-46143 - Public Charges - Court Ordered Mediation Fee Payments						
101-0702-46143-???-000	46-000 - Public Charges for Services	4,000	6,100	(2,100)	-34.43%	
Expense / Expenditure						
0702-51217 - Divorce Mediation Expense						
101-0702-51217-???-341	341 - Operating Supplies & Expense	25,000	25,000	0	0.00%	
0703 - Clerk Of Courts						
Revenue / Funding Source						
0703-43512 - State Grant - Circuit Court Support Payment						
101-0703-43512-???-000	43-000 - Intergovernmental Revenues	59,000	59,000	0	0.00%	
0703-43513 - State IV-E Reimbursement Grant						
101-0703-43513-???-000	43-000 - Intergovernmental Revenues	16,000	20,000	(4,000)	-20.00%	
0703-43514 - State Aid - for Guardian Ad Litem						
101-0703-43514-???-000	43-000 - Intergovernmental Revenues	90,867	88,678	2,189	+2.47%	



Department Operating Budget Narrative

0703-45115 - County Share of Occup Driver

101-0703-45115-???-000	45-000 - Fines, Forfeits and Penalties	200	200	0	0.00%
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0703-45120 - Co Share of St Fines & Forfeit

101-0703-45120-???-000	45-000 - Fines, Forfeits and Penalties	130,000	130,000	0	0.00%
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0703-45130 - County Fines & Forfeit

101-0703-45130-???-000	45-000 - Fines, Forfeits and Penalties	98,000	94,000	4,000	+4.26%
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0703-46140 - Bond Forfeiture Revenue

101-0703-46140-???-000	46-000 - Public Charges for Services	150,000	150,000	0	0.00%
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0703-46142 - Attorney and GAL Reimbursements

101-0703-46142-???-000	46-000 - Public Charges for Services	95,000	46,500	48,500	+104.30%	Increase based on actual change. Change in collection procedure started in '20.
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0703-46143 - State Aid - for Interpreters

101-0703-46143-???-000	46-000 - Public Charges for Services	1,416	1,827	(411)	-22.48%
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0703-47411 - Child Support Reimbursement

101-0703-47411-???-000	47-000 - Intergovernmental Charges for Services	9,000	9,000	0	0.00%
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0703-48117 - Interest-Clerk of Courts

101-0703-48117-???-000	48-000 - Miscellaneous Revenues	400	300	100	+33.33%
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Expense / Expenditure

0703-51221 - Clerk of Courts

101-0703-51221-???-101	101 - Wages-Permanent	459,347	476,828	(17,480)	-3.67%	Went down a position for 2021 but will have to add back mid-2023 for new judge
101-0703-51221-???-107	107 - Sick Leave	23,989	25,117	(1,128)	-4.49%	
101-0703-51221-???-108	108 - Vacation	46,719	48,499	(1,781)	-3.67%	
101-0703-51221-???-109	109 - Holiday	19,882	20,816	(935)	-4.49%	
101-0703-51221-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-0703-51221-???-115	115 - Overtime	2,222	2,179	42	+1.95%	



Department Operating Budget Narrative

101-0703-51221-???-120	120 - FICA	42,082	43,710	(1,628)	-3.72%	
101-0703-51221-???-130	130 - Health Insurance	168,520	181,968	(13,448)	-7.39%	
101-0703-51221-???-132	132 - Post Employment Benefits	8,577	10,080	(1,503)	-14.91%	
101-0703-51221-???-133	133 - Vision Insurance	600	574	26	+4.53%	
101-0703-51221-???-140	140 - Life Insurance	136	136	0	0.00%	
101-0703-51221-???-151	151 - Retirement	34,956	37,967	(3,011)	-7.93%	
101-0703-51221-???-156	156 - Unemployment Compensation	80	80	0	0.00%	
101-0703-51221-???-160	160 - Worker's Compensation	1,108	651	457	+70.19%	County wide rate increase
101-0703-51221-???-172	172 - Training / Conference / CPE	250	250	0	0.00%	
101-0703-51221-???-211	211 - Prof Serv-Legal	321,000	338,750	(17,750)	-5.24%	
101-0703-51221-???-212	212 - Prof Serv-Accounting	0	0	0	0.00%	
101-0703-51221-???-214	214 - Prof Serv-Printing	4,500	4,200	300	+7.14%	
101-0703-51221-???-217	217 - Prof Serv-Medical	180,000	229,000	(49,000)	-21.40%	Reduction based on budget review
101-0703-51221-???-218	218 - Prof Serv-Witness Fees	4,500	2,500	2,000	+80.00%	increase in Jury Trials due to Covid
101-0703-51221-???-219	219 - Prof Serv-Other	66,300	51,000	15,300	+30.00%	increase in Jury Trials due to Covid
101-0703-51221-???-221	221 - Utility Service-Cellphone / Telephone	5,750	5,500	250	+4.55%	
101-0703-51221-???-230	230 - R/M Serv-PC Replacement	620	640	(20)	-3.13%	
101-0703-51221-???-233	233 - R/M Serv-Equipment	150	150	0	0.00%	
101-0703-51221-???-291	291 - Contractual Services-Other	0	0	0	0.00%	
101-0703-51221-???-311	311 - Office Supplies	7,000	7,000	0	0.00%	
101-0703-51221-???-312	312 - Copy Expense	1,700	1,800	(100)	-5.56%	
101-0703-51221-???-313	313 - Postage	11,000	12,500	(1,500)	-12.00%	
101-0703-51221-???-321	321 - Publications	7,200	6,900	300	+4.35%	
101-0703-51221-???-325	325 - Dues & Subscriptions	125	125	0	0.00%	
101-0703-51221-???-331	331 - Mileage	1,570	1,570	0	0.00%	
101-0703-51221-???-332	332 - Meals	170	170	0	0.00%	
101-0703-51221-???-333	333 - Lodging / Hotels	720	720	0	0.00%	



Department Operating Budget Narrative

101-0703-51221-???-336	336 - Parking	0	0	0	0.00%
101-0703-51221-???-511	511 - Insurance-Liability	5,597	5,241	356	+6.79%
101-0703-51221-???-531	531 - Rent-Interdepartment	61,332	61,332	0	0.00%
101-0703-51221-???-535	535 - Leases-Equipment	500	1,500	(1,000)	-66.67%

0704 - Clerk Of Courts-Family Court

Revenue / Funding Source

0704-47410 - Child Support Reimbursement
for FCC

101-0704-47410-???-000	47-000 - Intergovernmental Charges for Services	1,100	2,000	(900)	-45.00%
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Expense / Expenditure

0704-51220 - Family Court Commissioner

101-0704-51220-???-211	211 - Prof Serv-Legal	50,000	50,000	0	0.00%
101-0704-51220-???-216	216 - Prof Serv-Intern & Temp Employ	15,000	15,000	0	0.00%
101-0704-51220-???-221	221 - Utility Service-Cellphone / Telephone	600	600	0	0.00%

Total 07 - Clerk of Courts		917,818	1,056,449	(43,875)	#Error
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Operating Position Cost Summary

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 07 - Clerk of Courts

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
07 - Clerk of Courts										
0703 - Clerk Of Courts										
0703-51221 - Clerk of Courts										
(Unassigned)										
1201-Clerk of Courts (1201-10408): CINDY JOOSTEN (10408)		<i>Salaried</i>	96.88	83,090	29,169	-	112,259	2,015	-	0.97
1202-Dep Clerk of Courts (1202-10233): LAURA CLARK (10233)	Grade I	Step 6	96.88	61,498	25,664	50	87,212	2,015	-	0.97
1203A - Court Clerk (1203A-12916): ELIZABETH GAIER (12916)	Grade F	Step 2	96.88	41,005	21,503	-	62,508	2,015	-	0.97
1203A - Court Clerk (1203A-13029): DESIREE ALLISON (13029)	Grade F	Step 2	96.88	41,005	21,506	-	62,511	2,015	-	0.97
1210A - Court Clerk (1210A-10289): JACALYN EVENSON-KREU	Grade F	Step 11	96.88	48,400	23,561	-	71,961	2,015	-	0.97
1218-Collections Deputy (1218-11979): CHARLENE SMITH (119	Grade F	Step 4	96.88	43,262	22,668	-	65,930	2,015	-	0.97
1219A-Bookkeeper (1219A-10201): JANEL TEPP (10201)	Grade F	Step 9	96.88	47,252	23,345	-	70,596	2,015	-	0.97
Total (Unassigned)				365,512	167,415	50	532,978	14,105	-	6.79
Adminstrative Services										
1203A - Court Clerk (1203A-10131): JACQUELINE ARNOLD (101	Grade F	Step 11	96.88	48,400	23,529	40	71,968	2,015	-	0.97
1203A - Court Clerk (1203A-10789): KIM WEILER (10789)	Grade F	Step 11	96.88	48,400	23,529	40	71,968	2,015	-	0.97
1203A - Court Clerk (1203A-10833): VICKI ZIEGAHN (10833)	Grade F	Step 11	96.88	48,400	23,529	40	71,968	2,015	-	0.97
1207-Information Clerk (1207-12703): SHARON MEULENBELT (Grade D	Step 2	80.00	26,924	16,723	-	43,647	1,664	-	0.80
Total Adminstrative Services				172,124	87,309	119	259,552	7,709	-	3.71
Non FTE Count										
1215-Bailiff (1215-10259): RANDAL DORSHORST (10259)		<i>Salaried</i>	25.00	1,757	176	-	1,933	520	-	0.25
1215-Bailiff (1215-10384): DAVID HOKS (10384)		<i>Salaried</i>	25.00	1,757	176	1	1,934	520	-	0.25
1215-Bailiff (1215-10460): KATHLEEN KROLL (10460)		<i>Salaried</i>	25.00	1,757	176	1	1,934	520	-	0.25
1215-Bailiff (1215-10490): CARL LEMKE (10490)		<i>Salaried</i>	25.00	1,757	176	1	1,934	520	-	0.25
1215-Bailiff (1215-10512): SCOTT MACHOTKA (10512)		<i>Salaried</i>	25.00	1,757	176	-	1,933	520	-	0.25
1215-Bailiff (1215-10661): THOMAS SACHS (10661)		<i>Salaried</i>	25.00	1,757	176	1	1,934	520	-	0.25
1215-Bailiff (1215-10848): JEAN DROLLINGER-PANKO (10848)		<i>Salaried</i>	25.00	1,757	176	1	1,934	520	-	0.25
Total Non FTE Count				12,300	1,231	7	13,538	3,640	-	1.75
Total 0703-51221 - Clerk of Courts				549,937	255,954	176	806,067	25,454	-	12.25
Total 0703 - Clerk Of Courts				549,937	255,954	176	806,067	25,454	-	12.25

Operating Position Cost Summary

Fiscal Year

2022

Budget Line Year

2022

Department or Sub-Department

07 - Clerk of Courts

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
Total 07 - Clerk of Courts				549,937	255,954	176	806,067	25,454	-	12.25
Grand Total				549,937	255,954	176	806,067	25,454	-	12.25

CORPORATION COUNSEL

MISSION

Providing civil legal services to Wood County.

GOAL 1: Provide general legal services to departments, committees, and the county board.

Activities

- Draft and review contracts, leases, ordinances & resolutions.
- Draft and review case pleadings and communications.
- Develop and disseminate legal opinions.

GOAL 2: Prosecute ordinance violations.

Activities

- Assist departments in pre-litigation negotiations.
- Prosecute ordinance violations referred by departments.
- Pursue compliance of court orders (collection of forfeitures).

GOAL 3: Represent the county in commitment proceedings.

Activities

- Prosecute mental and alcohol commitments.
- Pursue guardianships and protective placements.

GOAL 4: Represent the Child Support Agency.

Activities

- Assist in developing and maintaining litigation related policies.
- Draft, review, and revise legal pleadings.
- Represent the Child Support agency in court.

GOAL 5: Provide in-house counsel services.

Activities

- Update departments on changes in the laws and their impacts.
- Advise and represent departments in administrative proceedings.
- Respond to department/staff inquiries on the application of the laws.
- Oversee compliance with the ADA, open meetings law, public records law, HIPAA, etc.
- Serve as parliamentarian.

PROGRAMS & SERVICES

The Corporation Counsel's office is an internal servicing department that addresses the civil legal needs of the County Board, County committees, and departments; it does not directly serve the public. The office is responsible for representing the County in all civil legal proceedings, in actions both by and against the County. It assists in the preparation and review of contracts, leases, and other types of legal agreements. Additionally, the office handles mental and alcohol commitments, guardianships and protective placements for the indigent, and civil child support proceedings.



Department Operating Budget Summary

<u>Department: 09 - Corporation Counsel</u>	2022 Budget Summary			
	0901 - Corporation Counsel	2022 Total	Change %	2021 Budget
Revenue / Funding Source				
46 - Public Charges for Services	6,500	6,500	0.00%	6,500
47 - Intergovernmental Charges for Services	10,000	10,000	0.00%	10,000
Total Operating Revenues	16,500	16,500	0.00%	16,500
Revenue / Funding Source Total	16,500	16,500	0.00%	16,500
Expense / Expenditure				
100 - Personnel Services	285,573	285,573	+4.91%	272,219
200 - Contractual Services	6,895	6,895	-22.48%	8,895
300 - Supplies and Expense	8,800	8,800	+1.15%	8,700
500 - Fixed Charges	11,999	11,999	-0.85%	12,101
Total Operating Expenditures	313,267	313,267	+3.76%	301,915
Expense / Expenditure Total	313,267	313,267	+3.76%	301,915
09 - Corporation Counsel Total	296,767	296,767	+3.98%	285,415



Department Operating Budget Summary

Department: 09 - Corporation Counsel	2021 Budget Summary	
	0901 - Corporation Counsel	2021 Budget
Revenue / Funding Source		
46 - Public Charges for Services	6,500	6,500
47 - Intergovernmental Charges for Services	10,000	10,000
Total Operating Revenues	16,500	16,500
Revenue / Funding Source Total	16,500	16,500
Expense / Expenditure		
100 - Personnel Services	272,219	272,219
200 - Contractual Services	8,895	8,895
300 - Supplies and Expense	8,700	8,700
500 - Fixed Charges	12,101	12,101
Total Operating Expenditures	301,915	301,915
Expense / Expenditure Total	301,915	301,915
09 - Corporation Counsel Total	285,415	285,415



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
09 - Corporation Counsel					
0901 - Corporation Counsel					
<u>Revenue / Funding Source</u>					
0901-46140 - Public Charges-Court Fees					
46 - Public Charges for Services	6,500	0.00%	6,500	5,150	6,000
0901-46140 - Public Charges-Court Fees Total	6,500	0.00%	6,500	5,150	6,000
0901-47413 - Local Dept Charges-Gen Govt					
47 - Intergovernmental Charges for Services	10,000	0.00%	10,000	5,697	10,000
0901-47413 - Local Dept Charges-Gen Govt Total	10,000	0.00%	10,000	5,697	10,000
Revenue / Funding Source Total	16,500	0.00%	16,500	10,847	16,000
<u>Expense / Expenditure</u>					
0901-51320 - Corporation Counsel					
100 - Personnel Services	285,573	+4.91%	272,219	160,016	266,797
200 - Contractual Services	6,895	-22.48%	8,895	2,113	6,740
300 - Supplies and Expense	8,800	+1.15%	8,700	4,742	8,340
500 - Fixed Charges	11,999	-0.85%	12,101	8,067	12,101
0901-51320 - Corporation Counsel Total	313,267	+3.76%	301,915	174,938	293,978
Expense / Expenditure Total	313,267	+3.76%	301,915	174,938	293,978
0901 - Corporation Counsel Total	296,767	+3.98%	285,415	164,091	277,978
09 - Corporation Counsel Total	296,767	+3.98%	285,415	164,091	277,978



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
09 - Corporation Counsel						
0901 - Corporation Counsel						
Revenue / Funding Source						
0901-46140 - Public Charges-Court Fees						
101-0901-46140-???-000	46-000 - Public Charges for Services	6,500	6,500	0	0.00%	
0901-47413 - Local Dept Charges-Gen Govt						
101-0901-47413-???-000	47-000 - Intergovernmental Charges for Services	10,000	10,000	0	0.00%	
Expense / Expenditure						
0901-51320 - Corporation Counsel						
101-0901-51320-???-101	101 - Wages-Permanent	173,147	165,014	8,133	+4.93%	
101-0901-51320-???-107	107 - Sick Leave	9,073	8,652	421	+4.86%	
101-0901-51320-???-108	108 - Vacation	21,468	20,481	988	+4.82%	
101-0901-51320-???-109	109 - Holiday	7,519	7,171	349	+4.86%	
101-0901-51320-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-0901-51320-???-120	120 - FICA	16,157	15,401	757	+4.91%	
101-0901-51320-???-130	130 - Health Insurance	41,248	38,976	2,272	+5.83%	
101-0901-51320-???-132	132 - Post Employment Benefits	4,224	4,026	198	+4.91%	
101-0901-51320-???-133	133 - Vision Insurance	55	55	0	0.00%	
101-0901-51320-???-140	140 - Life Insurance	15	15	0	0.00%	
101-0901-51320-???-151	151 - Retirement	11,895	11,787	108	+0.91%	
101-0901-51320-???-160	160 - Worker's Compensation	321	191	130	+67.86%	set by Risk Management
101-0901-51320-???-172	172 - Training / Conference / CPE	450	450	0	0.00%	
101-0901-51320-???-211	211 - Prof Serv-Legal	5,000	7,000	(2,000)	-28.57%	based on recent history
101-0901-51320-???-214	214 - Prof Serv-Printing	200	200	0	0.00%	



Department Operating Budget Narrative

101-0901-51320-???-221	221 - Utility Service-Cellphone / Telephone	1,050	1,050	0	0.00%
101-0901-51320-???-230	230 - R/M Serv-PC Replacement	645	645	0	0.00%
101-0901-51320-???-311	311 - Office Supplies	1,000	1,000	0	0.00%
101-0901-51320-???-312	312 - Copy Expense	425	425	0	0.00%
101-0901-51320-???-313	313 - Postage	1,050	1,050	0	0.00%
101-0901-51320-???-321	321 - Publications	200	200	0	0.00%
101-0901-51320-???-322	322 - Educational Materials	4,700	4,600	100	+2.17%
101-0901-51320-???-328	328 - Dues	625	625	0	0.00%
101-0901-51320-???-331	331 - Mileage	300	300	0	0.00%
101-0901-51320-???-332	332 - Meals	50	50	0	0.00%
101-0901-51320-???-333	333 - Lodging / Hotels	450	450	0	0.00%
101-0901-51320-???-336	336 - Parking	0	0	0	0.00%
101-0901-51320-???-511	511 - Insurance-Liability	1,319	1,421	(102)	-7.20%
101-0901-51320-???-531	531 - Rent-Interdepartment	10,680	10,680	0	0.00%

Total 09 - Corporation Counsel

296,767

285,415

11,352

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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department All

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
09 - Corporation Counsel										
0901 - Corporation Counsel										
0901-51320 - Corporation Counsel										
(Unassigned)										
1401-Corporation Counsel (1401-10414): PETER KASTENHOLZ (Grade S	Step 7	100.00	129,605	37,178	-	166,783	2,080	-	1.00
1402A-Leqal Admin Asst (1402A-12035): ERIN TRANTOW (1203	Grade F	Step 6	60.00	28,205	12,395	-	40,599	1,248	-	0.60
1403A-Lead Leqal Admin Ass (1403A-10263): LISA DOWNS (10	Grade G	Step 10	96.88	53,398	24,343	-	77,741	2,015	-	0.97
Total (Unassigned)				211,207	73,916	-	285,123	5,343	-	2.57
Total 0901-51320 - Corporation Counsel				211,207	73,916	-	285,123	5,343	-	2.57
Total 0901 - Corporation Counsel				211,207	73,916	-	285,123	5,343	-	2.57
Total 09 - Corporation Counsel				211,207	73,916	-	285,123	5,343	-	2.57
Grand Total				211,207	73,916	-	285,123	5,343	-	2.57

2021 & 2022 Budget Considerations

Wood County Criminal Justice
Department



ABOUT CRIMINAL JUSTICE

THE DEPARTMENT

The Wood County Criminal Justice Department is tasked with program oversight and development along with system collaboration, implementing best-practice standards and evidence based decision making to reduce recidivism. Currently we oversee the Wood County Adult Drug Treatment Court program as well as the newly implemented Veterans Treatment Initiative which is a collaborative effort between the Criminal Justice Department and the Wood County District Attorney's Office.

WHO WE ARE

Janelle Hafermann
Criminal Justice Coordinator

Ryan McMillen
Drug Court Case Manager

Maribeth Crawford
Drug Court Case Manager

Agencies of Frequent Collaboration:

- Wisconsin Department of Community Corrections
- Wood County Circuit Courts
- Wood County District Attorney's Office
- Wisconsin Public Defenders Office
- Wood County Sheriffs Department
- Three Bridges Recovery
- Wood County Human Services

ABOUT CRIMINAL JUSTICE

MISSION

The Wood County Criminal Justice Department seeks a justice system that is fair and just: A system that supports a safe and healthy community for the residents of Wood County; A system that offers accessible opportunities for individuals to change the direction of their lives; A system that makes evidence-based, data-driven choices to ensure that the public's resources are used responsibly.

VISION

The Wood County Criminal Justice Department will use data-driven, evidence-based practices to inform decision making and will examine and respond to the root causes of crime, in an effort to reduce crime, create a safer community, and provide effective treatment for individuals and families involved in the Wood County Criminal Justice System. The Criminal Justice Department will work to improve communication between participating agencies and use a collaborative approach to respond to criminal conduct and to provide coordinated care.

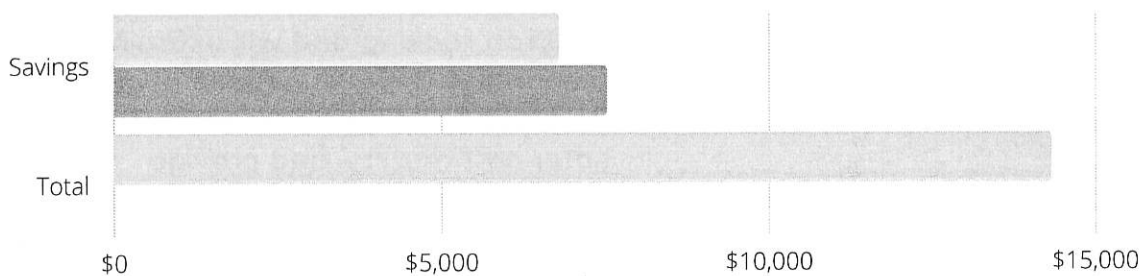
POTENTIAL SAVINGS 2021 & 2022

CRIMINAL JUSTICE COORDINATOR

Those of you who were a part of my interview process may recall I am completing my master's degree in Community Counseling. I currently hold a Clinical Substance Abuse Counselor license and a masters degree will allow licensure as a Professional Counselor which allows the treatment of mental health diagnosis. I have this semester (Fall 2021) and next semester (Spring 2022) to complete and then I will graduate. A 300 hour internship is required over the course of each twelve week semester.

REQUEST

I am requesting that during the 12 weeks of (8/29/2021 - 11/20/2021) and (1/16/2022 - 4/23/2022) my position be reduced to a 60% employee status allowing me to complete two full days per week at my internship site. The benefit to the county includes monetary savings as well as enhancing the services and supports that my department could offer.



- 2021 savings (\$6,789.31) be returned to the general fund
- 2022 savings (\$7,522.87) be used to offset overages for extenuating circumstances, returning unused funds.

POTENTIAL SAVINGS 2021 AND PROPOSED USE 2022

HUMAN SERVICES

We have, for years, entered into an annual interagency agreement with Human Services allocating grant dollars to fund specific treatment needs for the Wood County Adult Drug Treatment Court program. Upon my hiring an audit was conducted exploring how funds were used in 2020. Grant dollars were never approved or appropriated for staff allocation to the program; however, it was noted that this was one of the ways dollars had been used in 2020.

As a result, I modified our grant removing the dollars allocated to Human Services.

Our current 2021 interagency agreement does not include staff allocation, as the Drug Court program is intended to be an interdisciplinary collaboration and staff time is not allocated to other partners. In light of this, I anticipate only spending the \$25,000 that has been paid to date, as we have expensed only \$13,950 of the \$25,000 paid. There have not yet been expenses in the third quarter and based on previous quarters it is unlikely that we will exceed \$25,000.

PROPOSAL 2022

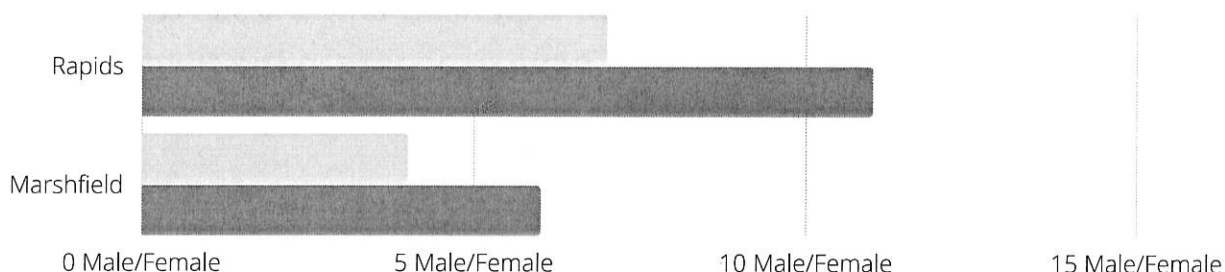
I am proposing a one-time carry-over allocation of \$15,688 to the 2022 budget. These dollars will be used in 2022 to offset expenses to change our Program Specialist position to a Case Manager position.

This allows for a Wisconsin Rapids Specialist and a Marshfield Specialist also allowing us to assign based on gender, which is indicated when working with trauma. This also allows for enhanced services to the Marshfield area. To create grade equity the total change will be \$15,688.00 which is not represented in my budget documents; however, I did work with finance to get accurate dollar amounts.

CONTINUED PAGE 4

MARSHFIELD & WISCONSIN RAPIDS SPECIALIZED CASE MANAGEMENT

Case Management is a vital piece of the success of the Wood County Adult Drug Treatment Court program. Best-practice standards indicate that gender specialized services should be accomplished if and when possible. The proposed shift in change allows for two case managers who will specialize on the North and South end of the county. Case Managers will be matched to participants based on geographic location and gender, specializing in resources that are available and ensuring coordinated access across the county. To create grade equity there is a wage/benefit increase of \$15,688; which is not represented in budget documents. Finance was able to run a scenario to provide accurate numbers.



PROPOSAL 2022

The creation of two Case Manager position allows us to split our clientele based on gender and allows for more representation in Marshfield. Specializing services in Marshfield and Wisconsin Rapids allows for more coordinated collaboration and provides a more comprehensive understanding of resource availability ensuring coordinated care and access.

POTENTIAL SAVINGS 2022

WOOD COUNTY ADULT DRUG TREATMENT COURT

The Wood County Adult Drug Treatment Court program budgets roughly \$36,000 per year to cover expenses associated with toxicology testing for this program. In 2020 costs for toxicology testing totaled \$32,927. In 2021, through July our expenses totaled \$23,524. Projected annual cost with no change \$40,327.

PROPOSAL

I am proposing that the board support and encourage a partnership with any agency, either Human Services or a local agency to access resources allowing us to "order" urine screens as part of a participants treatment services while in the Drug Court program. If we are able to do this we can accomplish several tasks:

- Align with a local lab that is able to turn results around in 24/48 hours which is best-practice and set as a one of the Treatment Court standards.
- The local lab is already established as a third-party insurance biller which alleviates the responsibility of insurance billing.
- With a doctors order (simple form that we fill out and get to doctor for signature every 90 days and forward to the lab) we are able to directly (the lab) bill insurance and only pay for tests that are not covered (rare circumstances where a participant doesn't have insurance yet).
 - If we assume that 75% of tests will be billable the savings total \$27,000
 - If we take a more conservative view and assume that 60% will be billable the savings total \$21,600

Now expand this by offering the same opportunity to other agencies within the county like Human Services and the savings increase across multiple departments.

PROPOSAL IMPACT

2021

Budgeted	\$222,928
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Estimate w/ Savings	\$188,682
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Total Savings	\$34,246
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Request Carry	\$15,688
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Request Return	\$18,558
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2022

Current Budget	\$217,743
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Wage Equity Increase	\$15,688
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New Total	\$233,431
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Less CJC Wage Savings	\$7,522.87
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Original 2021 to New 2022 =
1.34% Increase

Proposed 2022 as is to New 2022 =
3.79% Increase

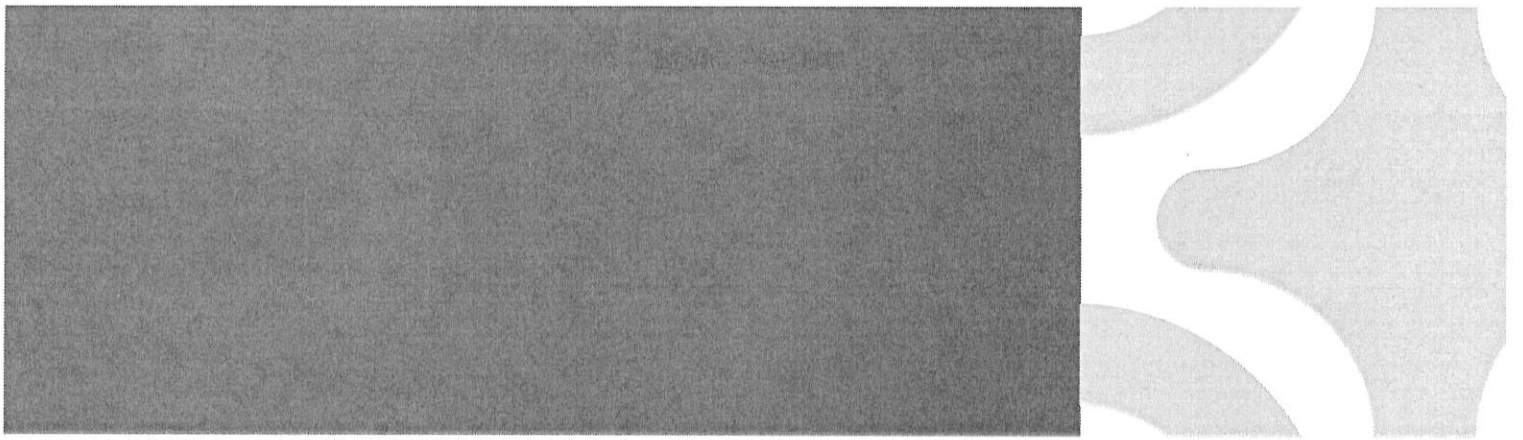
Total Budget	\$225,908.13
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PLANS FOR THE FUTURE

In the upcoming year it is important to focus on the collaboration of the Criminal Justice Taskforce to inform decisions from a systemic level.

Goals include:

- Working on systemic needs that intersect with the Adult and Juvenile systems while also looking at Evidence-Based Decision Making and System Mapping.
- Expanding access and early identification of those who may be eligible for the Veterans Treatment Initiative through data analysis and process formulation.
 - Over the last year (8/24/2020 - 8/24/2021) there were 58 individuals who self-reported as Veterans booked into the Wood County jail one or more times. Of these 29.3% had no previous incarcerations in the Wood County jail. Of the 58 individuals the top four criminal charges were: Disorderly conduct 29.3%, OWI 22.4%, OAR 15.5%, and Resisting/Obstructing 12.1% accounting for 79.3% of all charges.
- Working to formalize a Low Risk Offender workgroup that will explore best-practices around this population and options within the Wood County system to reduce recidivism and create diversion opportunities.



Thank you for your time and consideration.

Janelle Hafermann
Criminal Justice Coordinator

Office: 715-421-8780



Department Operating Budget Summary

Department: 35 - Justice Coordinator	2022 Budget Summary				
	3501 - Justice Coordinator - Administration	3502 - Justice Coordinator - Drug Court	2022 Total	Change %	2021 Budget
Revenue / Funding Source					
43 - Intergovernmental Revenues		150,000	150,000	+7.14%	140,000
46 - Public Charges for Services		12,000	12,000	0.00%	12,000
47 - Intergovernmental Charges for Services		0	0	0.00%	0
Total Operating Revenues		162,000	162,000	+6.58%	152,000
Revenue / Funding Source Total		162,000	162,000	+6.58%	152,000
Expense / Expenditure					
100 - Personnel Services	98,051	131,653	229,703	+6.66%	215,352
200 - Contractual Services	690	41,410	42,100	-26.34%	57,155
300 - Supplies and Expense	2,385	40,000	42,385	+5.40%	40,215
500 - Fixed Charges	2,220	4,680	6,900	-6.35%	7,368
Total Operating Expenditures	103,346	217,743	321,088	+0.31%	320,090
Expense / Expenditure Total	103,346	217,743	321,088	+0.31%	320,090
Beginning Carryover					
Ending Carryover					
35 - Justice Coordinator Total	103,346	55,743	159,088	-5.36%	168,090



Department Operating Budget Summary

Department: 35 - Justice Coordinator	2021 Budget Summary		
	3501 - Justice Coordinator - Administration	3502 - Justice Coordinator - Drug Court	2021 Budget
Revenue / Funding Source			
43 - Intergovernmental Revenues		140,000	140,000
46 - Public Charges for Services		12,000	12,000
47 - Intergovernmental Charges for Services		0	0
Total Operating Revenues		152,000	152,000
Revenue / Funding Source Total		152,000	152,000
Expense / Expenditure			
100 - Personnel Services	88,991	126,361	215,352
200 - Contractual Services	1,256	55,899	57,155
300 - Supplies and Expense	2,715	37,500	40,215
500 - Fixed Charges	4,200	3,168	7,368
Total Operating Expenditures	97,162	222,928	320,090
Expense / Expenditure Total	97,162	222,928	320,090
Beginning Carryover			
Ending Carryover			
35 - Justice Coordinator Total	97,162	70,928	168,090



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
35 - Justice Coordinator					
3501 - Justice Coordinator - Administration					
<u>Expense / Expenditure</u>					
3501-51240 - Justice Coordinator					
100 - Personnel Services	98,051	+10.18%	88,991	51,330	89,747
101 - Wages-Permanent	61,323	+9.84%	55,831	31,971	55,804
107 - Sick Leave	3,246	+14.12%	2,845	1,675	2,845
108 - Vacation	2,690	+13.61%	2,368	967	2,368
109 - Holiday	2,690	+13.73%	2,366	983	2,366
110 - Funeral/Jury/Other	0	0.00%	0	260	260
120 - FICA	5,351	+10.32%	4,851	2,724	4,851
130 - Health Insurance	16,050	+1.02%	15,888	9,777	15,888
133 - Vision Insurance	88	0.00%	88	49	88
140 - Life Insurance	15	0.00%	15	5	15
151 - Retirement	4,547	+6.23%	4,280	2,429	4,280
160 - Worker's Compensation	1,649	+2638.16%	60	340	583
172 - Training / Conference / CPE	400	0.00%	400	150	400
200 - Contractual Services	690	-45.06%	1,256	426	660
214 - Prof Serv-Printing	150	-40.00%	250	86	150
221 - Utility Service-Cellphone / Telephone	200	-71.26%	696	134	200
230 - R/M Serv-PC Replacement	340	+9.68%	310	207	310
300 - Supplies and Expense	2,385	-12.15%	2,715	1,594	1,950
311 - Office Supplies	300	+20.00%	250	201	300
312 - Copy Expense	75	0.00%	0	16	75
313 - Postage	50	-50.00%	100	0	25
331 - Mileage	575	0.00%	575	464	575
332 - Meals	125	-67.11%	380	72	125
333 - Lodging / Hotels	410	0.00%	410	0	0
340 - Operating Supplies & Expense	850	-15.00%	1,000	841	850
500 - Fixed Charges	2,220	-47.14%	4,200	2,800	4,200
531 - Rent-Interdepartment	2,220	-47.14%	4,200	2,800	4,200
3501-51240 - Justice Coordinator Total	103,346	+6.36%	97,162	56,150	96,557
Expense / Expenditure Total	103,346	+6.36%	97,162	56,150	96,557
3501 - Justice Coordinator - Administration Total	103,346	+6.36%	97,162	56,150	96,557
3502 - Justice Coordinator - Drug Court					
<u>Revenue / Funding Source</u>					
3502-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	150,000	+7.14%	140,000	30,503	120,000
3502-43512 - State Grants-Courts Total	150,000	+7.14%	140,000	30,503	120,000
3502-46146 - Court Fees & Costs-Drug Court					
46 - Public Charges for Services	12,000	0.00%	12,000	5,805	9,500
3502-46146 - Court Fees & Costs-Drug Court Total	12,000	0.00%	12,000	5,805	9,500
3502-47310 - Intergov Charges Drug Court					



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
47 - Intergovernmental Charges for Services	0	0.00%	0	0	
3502-47310 - Intergov Charges Drug Court Total	0	0.00%	0	0	
Revenue / Funding Source Total	162,000	+6.58%	152,000	36,308	129,500
<u>Expense / Expenditure</u>					
3502-51242 - Drug Court-Justice Coordinator					
100 - Personnel Services	131,653	+4.19%	126,361	54,656	126,681
101 - Wages-Permanent	74,360	+6.46%	69,850	44,026	69,850
107 - Sick Leave	3,883	+5.15%	3,693	195	3,693
108 - Vacation	3,217	+4.50%	3,078	520	3,078
109 - Holiday	3,218	-5.26%	3,397	918	3,397
110 - Funeral/Jury/Other	0	0.00%	0	320	320
120 - FICA	6,478	+5.83%	6,121	3,327	6,121
130 - Health Insurance	31,618	+1.07%	31,284	0	31,284
132 - Post Employment Benefits	0	0.00%	0	0	0
133 - Vision Insurance	88	-50.23%	176	54	176
140 - Life Insurance	30	+0.80%	30	1	30
151 - Retirement	5,504	+1.91%	5,401	2,989	5,401
160 - Worker's Compensation	1,257	-5.52%	1,331	507	1,331
172 - Training / Conference / CPE	2,000	0.00%	2,000	1,800	2,000
200 - Contractual Services	41,410	-25.92%	55,899	26,286	26,690
214 - Prof Serv-Printing	100	0.00%	100	0	0
218 - Prof Serv-Witness Fees	25,000	-50.00%	50,000	25,000	25,000
219 - Prof Serv-Other	15,000	+233.41%	4,499	0	0
221 - Utility Service-Cellphone / Telephone	690	+1.47%	680	277	680
230 - R/M Serv-PC Replacement	620	0.00%	620	1,009	1,010
300 - Supplies and Expense	40,000	+6.67%	37,500	26,439	38,932
311 - Office Supplies	650	+30.00%	500	589	600
312 - Copy Expense	100	0.00%	0	50	90
331 - Mileage	3,000	+500.00%	500	1,784	2,500
332 - Meals	250	-50.00%	500	0	250
333 - Lodging / Hotels	1,000	0.00%	1,000	492	492
341 - Operating Supplies & Expense	35,000	0.00%	35,000	23,524	35,000
500 - Fixed Charges	4,680	+47.73%	3,168	2,112	3,168
531 - Rent-Interdepartment	4,680	+47.73%	3,168	2,112	3,168
3502-51242 - Drug Court-Justice Coordinator Total	217,743	-2.33%	222,928	109,493	195,471
Expense / Expenditure Total	217,743	-2.33%	222,928	109,493	195,471
3502 - Justice Coordinator - Drug Court Total	55,743	-21.41%	70,928	73,185	65,971
35 - Justice Coordinator Total	159,088	-5.36%	168,090	129,334	162,528



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		
				Amount	%	
35 - Justice Coordinator						
3501 - Justice Coordinator - Administration						
<u>Expense / Expenditure</u>						
3501-51240 - Justice Coordinator						
101-3501-51240-???-101	101 - Wages-Permanent	61,323	55,831	5,493	+9.84%	
101-3501-51240-???-107	107 - Sick Leave	3,246	2,845	402	+14.12%	
101-3501-51240-???-108	108 - Vacation	2,690	2,368	322	+13.61%	
101-3501-51240-???-109	109 - Holiday	2,690	2,366	325	+13.73%	
101-3501-51240-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-3501-51240-???-120	120 - FICA	5,351	4,851	500	+10.32%	
101-3501-51240-???-130	130 - Health Insurance	16,050	15,888	162	+1.02%	
101-3501-51240-???-133	133 - Vision Insurance	88	88	0	0.00%	
101-3501-51240-???-140	140 - Life Insurance	15	15	0	0.00%	
101-3501-51240-???-151	151 - Retirement	4,547	4,280	267	+6.23%	
101-3501-51240-???-160	160 - Worker's Compensation	1,649	60	1,589	+2638.16%	
101-3501-51240-???-172	172 - Training / Conference / CPE	400	400	0	0.00%	
101-3501-51240-???-214	214 - Prof Serv-Printing	150	250	(100)	-40.00%	
101-3501-51240-???-221	221 - Utility Service-Cellphone / Telephone	200	696	(496)	-71.26%	
101-3501-51240-???-230	230 - R/M Serv-PC Replacement	340	310	30	+9.68%	
101-3501-51240-???-311	311 - Office Supplies	300	250	50	+20.00%	New position - budget increase additional in :
101-3501-51240-???-312	312 - Copy Expense	75	0	75	0.00%	New position - budget increase in 2022
101-3501-51240-???-313	313 - Postage	50	100	(50)	-50.00%	
101-3501-51240-???-331	331 - Mileage	575	575	0	0.00%	



Department Operating Budget Narrative

101-3501-51240-???-332	332 - Meals	125	380	(255)	-67.11%
101-3501-51240-???-333	333 - Lodging / Hotels	410	410	0	0.00% No travel due to COVI
101-3501-51240-???-340	340 - Operating Supplies & Expense	850	1,000	(150)	-15.00%
101-3501-51240-???-531	531 - Rent-Interdepartment	2,220	4,200	(1,980)	-47.14%

3502 - Justice Coordinator - Drug Court

Revenue / Funding Source

3502-43512 - State Grants-Courts

101-3502-43512-???-000	43-000 - Intergovernmental Revenues	150,000	140,000	10,000	+7.14%
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3502-46146 - Court Fees & Costs-Drug Court

101-3502-46146-???-000	46-000 - Public Charges for Services	12,000	12,000	0	0.00%
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3502-47310 - Intergov Charges Drug Court

101-3502-47310-???-000	47-000 - Intergovernmental Charges for Services	0	0	0	0.00%
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Expense / Expenditure

3502-51242 - Drug Court-Justice Coordinator

101-3502-51242-???-101	101 - Wages-Permanent	74,360	69,850	4,510	+6.46%
101-3502-51242-???-107	107 - Sick Leave	3,883	3,693	190	+5.15%
101-3502-51242-???-108	108 - Vacation	3,217	3,078	139	+4.50%
101-3502-51242-???-109	109 - Holiday	3,218	3,397	(179)	-5.26%
101-3502-51242-???-110	110 - Funeral/Jury/Other	0	0	0	0.00% Staff encountered immr
101-3502-51242-???-120	120 - FICA	6,478	6,121	357	+5.83%
101-3502-51242-???-130	130 - Health Insurance	31,618	31,284	334	+1.07%
101-3502-51242-???-132	132 - Post Employment Benefits	0	0	0	0.00%
101-3502-51242-???-133	133 - Vision Insurance	88	176	(88)	-50.23%
101-3502-51242-???-140	140 - Life Insurance	30	30	0	+0.80%



Department Operating Budget Narrative

101-3502-51242-???-151	151 - Retirement	5,504	5,401	103	+1.91%	
101-3502-51242-???-160	160 - Worker's Compensation	1,257	1,331	(74)	-5.52%	
101-3502-51242-???-172	172 - Training / Conference / CPE	2,000	2,000	0	0.00%	
101-3502-51242-???-214	214 - Prof Serv-Printing	100	100	0	0.00%	
101-3502-51242-???-218	218 - Prof Serv-Witness Fees	25,000	50,000	(25,000)	-50.00%	agreement does not in not exceeded 25,000 f
101-3502-51242-???-219	219 - Prof Serv-Other	15,000	4,499	10,501	+233.41%	
101-3502-51242-???-221	221 - Utility Service-Cellphone / Telephone	690	680	10	+1.47%	
101-3502-51242-???-230	230 - R/M Serv-PC Replacement	620	620	0	0.00%	monitors were needed
101-3502-51242-???-311	311 - Office Supplies	650	500	150	+30.00%	office supplies include planner
101-3502-51242-???-312	312 - Copy Expense	100	0	100	0.00%	copy expenses are allk
101-3502-51242-???-331	331 - Mileage	3,000	500	2,500	+500.00%	mileage to Marshfield
101-3502-51242-???-332	332 - Meals	250	500	(250)	-50.00%	
101-3502-51242-???-333	333 - Lodging / Hotels	1,000	1,000	0	0.00%	
101-3502-51242-???-341	341 - Operating Supplies & Expense	35,000	35,000	0	0.00%	
101-3502-51242-???-531	531 - Rent-Interdepartment	4,680	3,168	1,512	+47.73%	

Total 35 - Justice Coordinator

159,088

168,090

10,998

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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 35 - Justice Coordinator

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
35 - Justice Coordinator										
3501 - Justice Coordinator - Administration										
3501-51240 - Justice Coordinator										
(Unassigned)										
-		Step 1	100.00	69,950	27,700	-	97,651	2,080	-	1.00
Total (Unassigned)				69,950	27,700	-	97,651	2,080	-	1.00
Total 3501-51240 - Justice Coordinator				69,950	27,700	-	97,651	2,080	-	1.00
Total 3501 - Justice Coordinator - Administration				69,950	27,700	-	97,651	2,080	-	1.00
3502 - Justice Coordinator - Drug Court										
3502-51242 - Drug Court-Justice Coordinator										
(Unassigned)										
-		Step 1	96.88	33,509	20,376	-	53,885	2,015	-	0.97
-		Step 1	100.00	51,168	24,600	-	75,768	2,080	-	1.00
Total (Unassigned)				84,677	44,975	-	129,653	4,095	-	1.97
Total 3502-51242 - Drug Court-Justice Coordinator				84,677	44,975	-	129,653	4,095	-	1.97
Total 3502 - Justice Coordinator - Drug Court				84,677	44,975	-	129,653	4,095	-	1.97
Total 35 - Justice Coordinator				154,628	72,675	-	227,303	6,175	-	2.97
Grand Total				154,628	72,675	-	227,303	6,175	-	2.97

WOOD COUNTY DISTRICT ATTORNEY

Mission Statement

The function of the District Attorney's Office is to prosecute cases with venue in Wood County in accordance with Section 978.05 of the Wisconsin Statutes. Cases include but are not limited to criminal actions, forfeiture actions, traffic actions and juvenile proceedings.

Programs and Services

The District Attorney's Office receives referrals from the various agencies in Wood County, including all law enforcement agencies, Department of Social Services, Child Support Enforcement and the Department of Justice. It is the responsibility of the office to review referrals and take appropriate action by way of deferrals, criminal charges, juvenile court action, etc. Appropriate action may include conducting court hearings through jury trial and appeal proceedings.

Office personnel are available to law enforcement agencies within the County 24 hours a day to assist in investigative decisions, provide legal advice and obtain search warrants. In addition, office personnel provides law enforcement with specialized training upon request.

Pursuant to statute, the District Attorney is responsible for other miscellaneous matters, including enforcing wage claims, immunization laws, rental weatherization laws and consumer protection related violations.

Victim/Witness Services

In accordance with the Wisconsin Constitution and Statutes, services are provided to the victims of crime through the Victim/Witness Services Office operating out of the Wood County District Attorney's Office. Victims, witnesses and citizens receive all rights afforded them by various legislation.



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
11 - District Attorney					
1101 - District Attorney					
<u>Revenue / Funding Source</u>					
1101-45120 - Co Share of St Fines & Forfeit					
45 - Fines, Forfeits and Penalties	11,000	+10.00%	10,000	6,280	11,000
1101-45120 - Co Share of St Fines & Forfeit Total	11,000	+10.00%	10,000	6,280	11,000
1101-46143 - Public Charges-District Atty					
46 - Public Charges for Services	9,000	0.00%	9,000	7,029	9,000
1101-46143 - Public Charges-District Atty Total	9,000	0.00%	9,000	7,029	9,000
1101-47410 - Local Dept Charges-Gen Govt					
47 - Intergovernmental Charges for Services	500	0.00%	500	0	100
1101-47410 - Local Dept Charges-Gen Govt Total	500	0.00%	500	0	100
Revenue / Funding Source Total	20,500	+5.13%	19,500	13,309	20,100
<u>Expense / Expenditure</u>					
1101-51310 - District Attorney					
100 - Personnel Services	664,006	+11.08%	597,791	272,835	597,893
200 - Contractual Services	19,800	+102.04%	9,800	3,873	13,075
300 - Supplies and Expense	17,900	+0.28%	17,850	7,245	13,811
500 - Fixed Charges	26,554	-0.32%	26,640	17,760	26,640
800 - Capital Outlay	0	-100.00%	9,000	7,438	7,438
1101-51310 - District Attorney Total	728,260	+10.16%	661,081	309,151	658,357
Expense / Expenditure Total	728,260	+10.16%	661,081	309,151	658,357
1101 - District Attorney Total	707,760	+10.31%	641,581	295,842	638,257
11 - District Attorney Total	707,760	+10.31%	641,581	295,842	638,257



Department Operating Budget Summary

Department: 11 - District Attorney	2022 Budget Summary			
	1101 - District Attorney	2022 Total	Change %	2021 Budget
Revenue / Funding Source				
45 - Fines, Forfeits and Penalties	11,000	11,000	+10.00%	10,000
46 - Public Charges for Services	9,000	9,000	0.00%	9,000
47 - Intergovernmental Charges for Services	500	500	0.00%	500
Total Operating Revenues	20,500	20,500	+5.13%	19,500
Revenue / Funding Source Total	20,500	20,500	+5.13%	19,500
Expense / Expenditure				
100 - Personnel Services	664,006	664,006	+11.08%	597,791
200 - Contractual Services	19,800	19,800	+102.04%	9,800
300 - Supplies and Expense	17,900	17,900	+0.28%	17,850
500 - Fixed Charges	26,554	26,554	-0.32%	26,640
Total Operating Expenditures	728,260	728,260	+11.68%	652,081
800 - Capital Outlay	0	0	-100.00%	9,000
Expense / Expenditure Total	728,260	728,260	+10.16%	661,081
11 - District Attorney Total	707,760	707,760	+10.31%	641,581



Department Operating Budget Summary

Department: 11 - District Attorney	2021 Budget Summary	
	1101 - District Attorney	2021 Budget
Revenue / Funding Source		
45 - Fines, Forfeits and Penalties	10,000	10,000
46 - Public Charges for Services	9,000	9,000
47 - Intergovernmental Charges for Services	500	500
Total Operating Revenues	19,500	19,500
Revenue / Funding Source Total	19,500	19,500
Expense / Expenditure		
100 - Personnel Services	597,791	597,791
200 - Contractual Services	9,800	9,800
300 - Supplies and Expense	17,850	17,850
500 - Fixed Charges	26,640	26,640
Total Operating Expenditures	652,081	652,081
800 - Capital Outlay	9,000	9,000
Expense / Expenditure Total	661,081	661,081
11 - District Attorney Total	641,581	641,581

Function Budget with Notes

1101-51310 - District Attorney

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2022 Budget
Expense			
100 - Personnel Services			
101 - Wages-Permanent			392,221
107 - Sick Leave			14,349
108 - Vacation			19,472
109 - Holiday			11,893
120 - FICA			33,502
130 - Health Insurance	Add half a year of Health Insurance for Receptionist	8,546	
130 - Health Insurance		155,680	
			164,225
132 - Post Employment Benefits			6,324
133 - Vision Insurance			302
140 - Life Insurance	Add half a year of Life Insurance for Receptionist	8	
140 - Life Insurance		106	
			113
151 - Retirement			20,720
160 - Worker's Compensation			485
172 - Training / Conference / CPE	District Attorney Training/Conference/CPE		400
	Notes (2019-8-7) enewton: Breakout between Conference, mileage, meals and lodging		
Total 100 - Personnel Services			664,006
200 - Contractual Services			
211 - Prof Serv-Legal	District Attorney Professional Services-Legal		1,000
214 - Prof Serv-Printing	District Attorney Professional Services-Printing		300
219 - Prof Serv-Other	District Attorney Other Professional Services		15,000
221 - Utility Service-Cellphone / Telep	District Attorney Telephone		3,500
Total 200 - Contractual Services			19,800
300 - Supplies and Expense			
311 - Office Supplies	District Attorney Office Supplies		6,000
312 - Copy Expense	District Attorney Copy		3,700
313 - Postage	District Attorney Postage		1,500
325 - Dues & Subscriptions	District Attorney Dues & Subscriptions		5,000
331 - Mileage	District Attorney Meetings & Travel		800
332 - Meals	District Attorney Meals		200
333 - Lodging / Hotels	District Attorney Lodging / Hotels		700
336 - Parking	District Attorney Parking		-
Total 300 - Supplies and Expense			17,900
500 - Fixed Charges			
511 - Insurance-Liability	District Attorney Insurance-Liability		1,474
531 - Rent-Interdepartment	District Attorney Interdepartment Rent Jan - Dec 2021		25,080
Total 500 - Fixed Charges			26,554

Function Budget with Notes

1101-51310 - District Attorney

Report data returned based on the user's security permissions.

Objects	Comments	Object Subtotals	2022 Budget
800 - Capital Outlay			
829 - Other Capital Improvements	11-21-001 Furniture for Remodel/Additional Employees		-
Total 800 - Capital Outlay			-
Total Expense			728,260
Net Total			(728,260)



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
11 - District Attorney						
1101 - District Attorney						
Revenue / Funding Source						
1101-45120 - Co Share of St Fines & Forfeit						
101-1101-45120-???-000	45-000 - Fines, Forfeits and Penalties	11,000	10,000	1,000	+10.00%	
1101-46143 - Public Charges-District Atty						
101-1101-46143-???-000	46-000 - Public Charges for Services	9,000	9,000	0	0.00%	
1101-47410 - Local Dept Charges-Gan Govt						
101-1101-47410-???-000	47-000 - Intergovernmental Charges for Services	500	500	0	0.00%	
Expense / Expenditure						
1101-51310 - District Attorney						
101-1101-51310-???-101	101 - Wages-Permanent	392,221	388,514	3,706	+0.95%	
101-1101-51310-???-107	107 - Sick Leave	14,349	14,101	249	+1.76%	
101-1101-51310-???-108	108 - Vacation	19,472	18,105	1,367	+7.55%	
101-1101-51310-???-109	109 - Holiday	11,893	11,686	206	+1.76%	
101-1101-51310-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-1101-51310-???-120	120 - FICA	33,502	23,963	9,539	+39.81%	
101-1101-51310-???-130	130 - Health Insurance	164,225	116,318	47,908	+41.19%	
101-1101-51310-???-132	132 - Post Employment Benefits	6,324	2,860	3,464	+121.14%	
101-1101-51310-???-133	133 - Vision Insurance	302	305	(3)	-1.06%	
101-1101-51310-???-140	140 - Life Insurance	113	98	15	+15.39%	
101-1101-51310-???-151	151 - Retirement	20,720	21,144	(424)	-2.00%	
101-1101-51310-???-160	160 - Worker's Compensation	485	298	187	+62.62%	



Department Operating Budget Narrative

101-1101-51310-???-172	172 - Training / Conference / CPE	400	400	0	0.00%	
101-1101-51310-???-211	211 - Prof Serv-Legal	1,000	1,000	0	0.00%	
101-1101-51310-???-214	214 - Prof Serv-Printing	300	300	0	0.00%	
101-1101-51310-???-219	219 - Prof Serv-Other	15,000	5,000	10,000	+200.00%	Increase in homicide cases and expert witness fees
101-1101-51310-???-221	221 - Utility Service-Cellphone / Telephone	3,500	3,500	0	0.00%	
101-1101-51310-???-311	311 - Office Supplies	8,000	6,000	0	0.00%	
101-1101-51310-???-312	312 - Copy Expense	3,700	3,700	0	0.00%	
101-1101-51310-???-313	313 - Postage	1,500	1,500	0	0.00%	
101-1101-51310-???-325	325 - Dues & Subscriptions	5,000	5,000	0	0.00%	
101-1101-51310-???-331	331 - Mileage	800	800	0	0.00%	
101-1101-51310-???-332	332 - Meals	200	150	50	+33.33%	
101-1101-51310-???-333	333 - Lodging / Hotels	700	700	0	0.00%	
101-1101-51310-???-336	336 - Parking	0	0	0	0.00%	
101-1101-51310-???-511	511 - Insurance-Liability	1,474	1,560	(86)	-5.53%	
101-1101-51310-???-531	531 - Rent-Interdepartment	25,080	25,080	0	0.00%	
101-1101-51310-???-829	829 - Other Capital Improvements	0	9,000	(9,000)	-100.00%	

Total 11 - District Attorney	707,760	841,581	88,178	#Error
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Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

Mission Statement

The mission of the Register of Deed's Office is to provide the official county repository for Real Estate, Vital, and Personal Property records, Federal Tax Liens, Bills of Sale, Veteran's Discharges, Corporation Records, Farm Names, Plats, and Certified Survey Maps and to provide safe archival storage and convenient access to these public records while at the same time implement statutory changes, system modernization, program and procedure evaluation and a high level of timely service to our customers.

Programs and Services

Record Documents

Record all documents authorized by law to be recorded in the office of the Register of Deeds by endorsing upon each document the day, hour and minute of reception and the document number, volume and page if applicable, where same is recorded. Collect recording and transfer fee, if required. (Wis. Stats. 59.43)

Register, File, Index, Maintain Records

Must register, file, index and maintain the following records:

- Births, death, and marriage records (Wis. Stats. 69.07)
- Certified survey maps, plats, (Wis. Stats. 59.43, 779.97)
- Honorable Military Discharges (Wis. Stats. 45.21)

Make available for viewing an index and image of daily recordings. (Wis. Stats 59.43)

Return original documents as instructed. (Wis. Stats. 59.43)

Make and deliver upon request a copy of any record, paper, file or plat in accordance with the statutes and collect fee for the same. (Wis. Stats. 69.21, 59.43, 45.21)

Program Funding and Prioritization:

Register of Deeds programs are funded by a portion of the fees collected to record real estate documents as well as 20% of all transfer fees go to the County General Fund. We also retain a portion of each vital record purchased.

SINCE ALL PROGRAMS ARE MANDATED BY STATE LAW THERE IS NO DELINEATION AS TO PRIORITY OF PROGRAMS.



Department Operating Budget Summary

2022 Budget Summary					
<u>Department: 24 - Register of Deeds</u>	2401 - Register Of Deeds	2402 - Register Of Deeds-Redaction	2022 Total	Change %	2021 Budget
Revenue / Funding Source					
41 - Taxes	145,703		145,703	+2.61%	142,000
46 - Public Charges for Services	322,000	0	322,000	+4.21%	309,000
48 - Miscellaneous Revenues	20		20	0.00%	20
49 - Other Financing Sources	0		0	0.00%	0
Total Operating Revenues	467,723	0	467,723	+3.70%	451,020
Revenue / Funding Source Total	467,723	0	467,723	+3.70%	451,020
Expense / Expenditure					
100 - Personnel Services	373,188		373,188	+4.92%	355,700
200 - Contractual Services	64,193	3,703	67,896	-4.12%	70,813
300 - Supplies and Expense	11,335		11,335	+2.72%	11,035
500 - Fixed Charges	24,923		24,923	-0.10%	24,948
Total Operating Expenditures	473,639	3,703	477,342	+3.21%	462,496
Expense / Expenditure Total	473,639	3,703	477,342	+3.21%	462,496
Beginning Carryover	0	3,703	3,703	-30.13%	5,300
Ending Carryover	0	0	0	N/A	0
24 - Register of Deeds Total	5,916	0	5,916	-4.21%	6,176

2021 Budget Summary			
<u>Department: 24 - Register of Deeds</u>	2401 - Register Of Deeds	2402 - Register Of Deeds-Redaction	2021 Budget
Revenue / Funding Source			
41 - Taxes	142,000		142,000
46 - Public Charges for Services	309,000	0	309,000
48 - Miscellaneous Revenues	20		20
49 - Other Financing Sources	0		0
Total Operating Revenues	451,020	0	451,020
Revenue / Funding Source Total	451,020	0	451,020
Expense / Expenditure			
100 - Personnel Services	355,700		355,700
200 - Contractual Services	65,513	5,300	70,813
300 - Supplies and Expense	11,035		11,035
500 - Fixed Charges	24,948		24,948
Total Operating Expenditures	457,196	5,300	462,496
Expense / Expenditure Total	457,196	5,300	462,496
Beginning Carryover	0	5,300	5,300
Ending Carryover	0	0	0
24 - Register of Deeds Total	6,176	0	6,176



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
24 - Register of Deeds					
2401 - Register Of Deeds					
<u>Revenue / Funding Source</u>					
2401-41230 - Real Estate Transfer Fees					
41 - Taxes	145,703	+2.61%	142,000	117,204	150,000
2401-41230 - Real Estate Transfer Fees Total	145,703	+2.61%	142,000	117,204	150,000
2401-46130 - Register of Deeds Fees					
46 - Public Charges for Services	272,000	+3.82%	262,000	198,254	285,000
2401-46130 - Register of Deeds Fees Total	272,000	+3.82%	262,000	198,254	285,000
2401-46131 - ROD Laredo Tapestry					
46 - Public Charges for Services	50,000	+6.38%	47,000	54,445	60,000
2401-46131 - ROD Laredo Tapestry Total	50,000	+6.38%	47,000	54,445	60,000
2401-48100 - Interest					
48 - Miscellaneous Revenues	20	0.00%	20	20	20
2401-48100 - Interest Total	20	0.00%	20	20	20
2401-49110 - Proceeds from Capital-Deeds					
49 - Other Financing Sources	0	0.00%	0	800	800
2401-49110 - Proceeds from Capital-Deeds Total	0	0.00%	0	800	800
Revenue / Funding Source Total	467,723	+3.70%	451,020	370,723	495,820
<u>Expense / Expenditure</u>					
2401-51710 - Register of Deeds					
100 - Personnel Services	373,188	+4.92%	355,700	223,929	346,593
200 - Contractual Services	64,193	-2.01%	65,513	56,402	62,746
300 - Supplies and Expense	11,335	+2.72%	11,035	3,710	9,285
500 - Fixed Charges	24,923	-0.10%	24,948	18,711	24,948
2401-51710 - Register of Deeds Total	473,639	+3.60%	457,196	302,752	443,572
Expense / Expenditure Total	473,639	+3.60%	457,196	302,752	443,572
2401 - Register Of Deeds Total	5,916	-4.21%	6,176	(67,970)	(52,248)
2402 - Register Of Deeds-Redaction					
<u>Revenue / Funding Source</u>					
2402-46130 - Register of Deeds Redaction					
46 - Public Charges for Services	0	0.00%	0	0	
2402-46130 - Register of Deeds Redaction Total	0	0.00%	0	0	
Revenue / Funding Source Total	0	0.00%	0	0	
<u>Expense / Expenditure</u>					
2402-51711 - Reg of Deeds Redaction					
200 - Contractual Services	3,703	-30.13%	5,300	3,528	3,528



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
2402-51711 - Reg of Deeds Redaction Total	3,703	-30.13%	5,300	3,528	3,528
Expense / Expenditure Total	3,703	-30.13%	5,300	3,528	3,528
2402 - Register Of Deeds-Redaction Total	3,703	-30.13%	5,300	3,528	3,528
24 - Register of Deeds Total	9,619	-16.18%	11,476	(64,442)	(48,720)



Department Operating Budget Summary

	2022 Budget Summary				
Department: 24 - Register of Deeds	2401 - Register Of Deeds	2402 - Register Of Deeds-Redaction	2022 Total	Change %	2021 Budget
Revenue / Funding Source					
41 - Taxes	145,703		145,703	+2.61%	142,000
46 - Public Charges for Services	322,000	0	322,000	+4.21%	309,000
48 - Miscellaneous Revenues	20		20	0.00%	20
49 - Other Financing Sources	0		0	0.00%	0
Total Operating Revenues	467,723	0	467,723	+3.70%	451,020
Revenue / Funding Source Total	467,723	0	467,723	+3.70%	451,020
Expense / Expenditure					
100 - Personnel Services	373,188		373,188	+4.92%	355,700
200 - Contractual Services	64,193	3,703	67,896	-4.12%	70,813
300 - Supplies and Expense	11,335		11,335	+2.72%	11,035
500 - Fixed Charges	24,923		24,923	-0.10%	24,948
Total Operating Expenditures	473,639	3,703	477,342	+3.21%	462,496
Expense / Expenditure Total	473,639	3,703	477,342	+3.21%	462,496
24 - Register of Deeds Total	5,916	3,703	9,619	-16.18%	11,476



Department Operating Budget Summary

Department: 24 - Register of Deeds	2021 Budget Summary		
	2401 - Register Of Deeds	2402 - Register Of Deeds-Redaction	2021 Budget
Revenue / Funding Source			
41 - Taxes	142,000		142,000
46 - Public Charges for Services	309,000	0	309,000
48 - Miscellaneous Revenues	20		20
49 - Other Financing Sources	0		0
Total Operating Revenues	451,020	0	451,020
Revenue / Funding Source Total	451,020	0	451,020
Expense / Expenditure			
100 - Personnel Services	355,700		355,700
200 - Contractual Services	65,513	5,300	70,813
300 - Supplies and Expense	11,035		11,035
500 - Fixed Charges	24,948		24,948
Total Operating Expenditures	457,196	5,300	462,496
Expense / Expenditure Total	457,196	5,300	462,496
24 - Register of Deeds Total	6,176	5,300	11,476



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
24 - Register of Deeds						
2401 - Register Of Deeds						
Revenue / Funding Source						
2401-41230 - Real Estate Transfer Fees						
101-2401-41230-???-000	41-000 - Taxes	145,703	142,000	3,703	+2.61%	
2401-46130 - Register of Deeds Fees						
101-2401-46130-???-000	46-000 - Public Charges for Services	272,000	262,000	10,000	+3.82%	
2401-46131 - ROD Laredo Tapestry						
101-2401-46131-???-000	46-000 - Public Charges for Services	50,000	47,000	3,000	+6.38%	
2401-48100 - Interest						
101-2401-48100-???-000	48-000 - Miscellaneous Revenues	20	20	0	0.00%	
2401-49110 - Proceeds from Capital-Deeds						
-2401-49110-???-000	49-000 - Other Financing Sources	0	0	0	0.00%	
Expense / Expenditure						
2401-51710 - Register of Deeds						
101-2401-51710-???-101	101 - Wages-Permanent	212,728	203,332	9,397	+4.62%	Per Finance
101-2401-51710-???-107	107 - Sick Leave	11,358	10,699	660	+6.16%	Per Finance
101-2401-51710-???-108	108 - Vacation	18,821	14,772	4,049	+27.41%	Per Finance
101-2401-51710-???-109	109 - Holiday	9,414	8,867	547	+6.16%	Per Finance
101-2401-51710-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-2401-51710-???-120	120 - FICA	19,303	18,182	1,121	+6.16%	Per Finance
101-2401-51710-???-130	130 - Health Insurance	77,840	76,980	860	+1.12%	
101-2401-51710-???-132	132 - Post Employment Benefits	4,226	4,015	211	+5.27%	Per Finance
101-2401-51710-???-133	133 - Vision Insurance	234	120	114	+94.70%	Per Finance



Department Operating Budget Narrative

101-2401-51710-???-140	140 - Life Insurance	30	15	15	+100.00%	Per Finance
101-2401-51710-???-151	151 - Retirement	16,401	16,043	358	+2.23%	
101-2401-51710-???-160	160 - Worker's Compensation	384	226	158	+69.86%	Per Finance
101-2401-51710-???-172	172 - Training / Conference / CPE	2,450	2,450	0	0.00%	
101-2401-51710-???-214	214 - Prof Serv-Printing	300	300	0	0.00%	
101-2401-51710-???-219	219 - Prof Serv-Other	60,000	61,000	(1,000)	-1.64%	
101-2401-51710-???-221	221 - Utility Service-Cellphone / Telephone	1,908	1,908	0	0.00%	
101-2401-51710-???-230	230 - R/M Serv-PC Replacement	1,985	2,305	(320)	-13.88%	Per IT
101-2401-51710-???-311	311 - Office Supplies	4,500	4,500	0	0.00%	
101-2401-51710-???-312	312 - Copy Expense	600	600	0	0.00%	
101-2401-51710-???-313	313 - Postage	2,700	2,800	(100)	-3.57%	
101-2401-51710-???-328	328 - Dues	185	185	0	0.00%	
101-2401-51710-???-331	331 - Mileage	1,850	1,150	700	+60.87%	Balance back to normal
101-2401-51710-???-332	332 - Meals	0	0	0	0.00%	
101-2401-51710-???-333	333 - Lodging / Hotels	1,500	1,500	0	0.00%	
101-2401-51710-???-336	336 - Parking	0	0	0	0.00%	
101-2401-51710-???-340	340 - Operating Supplies & Expense	0	300	(300)	-100.00%	No longer needed
101-2401-51710-???-511	511 - Insurance-Liability	2,036	2,061	(25)	-1.23%	
101-2401-51710-???-531	531 - Rent-Interdepartment	22,887	22,887	0	0.00%	

2402 - Register Of Deeds-Redaction

Revenue / Funding Source

2402-46130 - Register of Deeds Redaction

101-2402-46130-???-000	46-000 - Public Charges for Services	0	0	0	0.00%
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Expense / Expenditure

2402-51711 - Reg of Deeds Redaction

101-2402-51711-???-219	219 - Prof Serv-Other	3,703	5,300	(1,597)	-30.13%
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Department Operating Budget Narrative

Total 24 - Register of Deeds	9,619	11,476	31,549	#Error
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 24 - Register of Deeds

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
24 - Register of Deeds										
2401 - Register Of Deeds										
2401-51710 - Register of Deeds										
(Unassigned)										
3001-Register of Deeds (3001-10640): TIFFANY RINGER (10640)		Salaried	96.88	77,761	28,277	-	106,038	2,015	-	0.97
3002-Chf Dpty ROD (3002-12511): ANGELA BREUNIG (12511)-	Grade G	Step 3	96.88	47,030	23,308	-	70,339	2,015	-	0.97
3007-Dpty ROD (3007-10272): RITA EICHSTEADT (10272)-RITA	Grade F	Step 4	96.88	43,262	22,676	-	65,938	2,015	-	0.97
3007-Dpty ROD (3007-10776): JILL VRUWINK (10776)-JILL VRU	Grade F	Step 4	96.88	43,262	22,708	-	65,970	2,015	-	0.97
3007-Dpty ROD (3007-12786): FAITH HAAS (12786)-FAITH HAA	Grade F	Step 2	96.88	41,005	21,448	-	62,453	2,015	-	0.97
Total (Unassigned)				252,321	118,417	-	370,738	10,075	-	4.85
Total 2401-51710 - Register of Deeds				252,321	118,417	-	370,738	10,075	-	4.85
Total 2401 - Register Of Deeds				252,321	118,417	-	370,738	10,075	-	4.85
Total 24 - Register of Deeds				252,321	118,417	-	370,738	10,075	-	4.85
Grand Total				252,321	118,417	-	370,738	10,075	-	4.85

VICTIM WITNESS SERVICES

Statement of Departmental Programs and Services Budget Year 2022

MISSION STATEMENT

The Wood County Victim Witness Services Program strives to provide support and guidance to all victims and witnesses of crime in Wood County.

The mission of the Victim Witness Services Program is to provide victims and witnesses of crime in Wood County information related to their rights as victims and provide assistance in exercising those rights. The State Constitution under Statute Chapter 950 enumerates 57 individual rights that ensure and assure that victims and witnesses are treated with *fairness, dignity and respect* throughout their experience with the criminal justice system. In 2020 these rights were expanded with the adoption of Marsy's law.

The Victim Witness Services Program also provides information on support services in Wood County, assistance with restitution and/or victim compensation, notification of court hearings and help with understanding the criminal justice system, completing a Victim Impact Statement, and much more.

The Victim Witness Services Program is here to assure that victims and witness are treated with *fairness, dignity, right to privacy and respect*.

PROGRAMS and SERVICES

❖ *Victim/Witnesses Rights:*

Victims and Witnesses of crimes in Wood County are best served when they have full knowledge of their rights and are encouraged to engage with the Justice System. It is the role of this office to reach out to victims and furnish that information and be a gateway for them to engage. Some of the rights constitutionally granted to victims are:

- The right to be treated with dignity, respect, courtesy, sensitivity, and fairness.
- The right to privacy.
- The right to meaningful and timely notification of charges and court hearings.
- The right upon request to attend all proceedings and to be heard in any proceeding during which a right of the victim is implicated.
- The right to reasonable protection from the accused throughout the criminal and juvenile justice process
- The right to request HIV or STD's testing for the defendant.
- The right to a speedy disposition of the criminal case and to timely disposition free from unreasonable delays
- The right to confer with the District Attorney office at any time during the criminal process.
- The right to full restitution or compensation as provided by laws
- The right to provide a Victim Impact Statement at the time of sentencing.
- The right to not have their personal identifiers used or disclosed for a purpose unrelated to official responsibilities.

- The right to timely notice about all rights granted under this constitutional amendment and all other rights, privileges, or protections of the victim provided by law, including how such rights, privileges, or protections are enforced.

Since Marsy's law was enacted this office has found several ways to reach victims quickly to provide services and support to victims faster and to inform them of their rights as soon as possible. The Victim Witness Services Program recognizes the unique position victims and witnesses have in the Judicial system. Their active participation effects all citizens in Wood County through the conviction of criminals and enforcement of laws. Being a victim of a crime is scary enough, navigating the justice system should not be seen as "daunting". The Victim Witness Services Program is here to help individuals and families navigate and engage in the Judicial process.

❖ *Court Hearings:*

The Judicial system can move quickly through hearings. It is the job of Victim Witness Services program to make sure victims are informed of hearings. This often means calling victims at the last minute to inform them of changes and inform the courts of their wishes. It is the responsibility of the Victim Witness Services office to make sure the following rights are services are provided to victims and subpoenaed witnesses for court hearings:

- The right to notification of criminal charges.
- The right to be heard if victims' rights are implicated
- The right to request notice of all court proceedings in adult and juvenile proceedings.
- The right to confer with prosecution.
- The right to have their interests considered in any continuances that are granted.
- The right to request accompaniment in attending a hearing.
- The right to a safe waiting area separate from the defense witnesses.
- The right to employer intercession to avoid loss of employment or other sanctions.
- The right to a witness fee if subpoenaed by the State to testify.
- The right to protection from harm and threats regarding the prosecution of the case.
- Assistance in preparing for and during court appearances, especially with testifying.
- The right to inform the judge of how the crime has affected them and what they would like to see for a sentence – a Victim Impact Statement – made at the time of sentencing

In order to ensure these rights Victim Witness Services Program must receive the appropriate information from the victims / witnesses in a timely manner to effectively communicate to victims and witnesses and assist in exercising these rights. Marsy's Law requires notices are both reasonable and timely, if not then a new hearing is requested. Support from all members of the judicial system and county stakeholders is essential.

❖ *Financial Assistance:*

Victim Witness Services Program collects restitution information to be included with the District Attorney's file to be considered at disposition of the case. This often requires the collection, compilation, and distribution of documentation of the claim. For many victims / witnesses restitution is their main concern. Being awarded restitution and receiving monetary remuneration from the offender helps with their healing and feelings of a successful case. Many Victim / Witnesses offices in Wisconsin have staff devoted just to restitution because of the amount of work it takes and how important it is to victims. In addition to restitution, when appropriate victims are also given information and assistance in completing applications for state Crime Victim Compensation funds. Additionally, if a separate Restitution Hearing is required Victim Witness Services will prepare documents for the court and attend with the victims.

Victim Witness Services will also assist when asked, in the return of personal property being held as evidence by the sheriff's office.

*No funds are collected or distributed by the Victim Witness Services Program.

❖ *State and Community Referrals:*

Victim Witness Services Program makes referrals to other criminal justice service providers as well as community sources of assistance, including domestic abuse programs, sexual assault programs, shelters, counseling resources and support groups. This office has a strong relationship with The Family Center, Inc., here in Wisconsin Rapids and knowledge of agencies in surrounding areas. Additional agencies this office works with closely are: local law enforcement agencies, State Department of Justice, Office of Crime Victim Services, Safe at Home program, Department of Corrections and other Victim Witness offices. Referrals are made to appropriate community agencies as needs arise.

❖ *Post-Conviction Services:*

When conviction results in a prison term victims are provided with information on the services provided through the Department of Corrections. Victims are supplied with the appropriate registration materials and information. If an appeal is indicated, victims are provide with information regarding the appellate services available and when indicated services are provided directly. If restitution is reduced to a civil judgement as the result of a revocation of supervision, victims are notified. Notification as to registration for notice of escape or release is also provided.

❖ *General Duties:*

Victim Witness Services Program carries out duties assigned by the District Attorney's office as required. Much of the time in this office is spent in direct service of victims either by attended hearings, contact by phone, reading and researching, completing reports and correspondence. Many hours are also spent in completing both State and County budget reports. As the coordinator I also attend several meetings a month, and continue to attend trainings and webinars to improve my knowledge.

❖ *Service Requirements:*

Services outlined above are required per Wisconsin State Statutes Chapter 950 and indicate that in each county, the county board is responsible for the provision of services under this section. The county may seek reimbursement for services provided from the Department of Justice for not more than 90% of the costs incurred in providing those services. Reimbursement forms are completed by the Victim Witness office every six months. The rate is determined by the Department of Justice and can fluctuate per reporting period. The reimbursement rate for the period January – June 2021 is 47.7%. This is a 5.2% increase from the same period in 2020. In 2021 VW representatives petitioned the state include an additional \$1,548,000.00 in GPR funding to for Victim Witness Programs over the next biennium. The Governor signed this budget. There may also be additional funding under the American Rescue Plan Act (ARPA). This information about state reimbursement was received by Erin Welsh, Deputy Director Office of Crime Victim Services:

"The main funding source for the reimbursement is the VW surcharge collected from offenders, which makes the rate variable and subject to change depending on the level of collections. It is my sincere hope and expectation that the 33% reimbursement rate from the second half of 2020 was mostly due to COVID and not a reflection of an ongoing trend. That said, as costs go up and the rate of collections stay the same, I don't anticipate a high rate of reimbursement without other structural change to the VW funding mechanisms.

In the current state budget, VW was allocated approximately \$1.5M in general purpose revenue to be allocated across the next two years, which will be a helpful start to more

sustained funding. This will not be a flat or one-time payment to each county; it will be dispersed over the course of two years as part of the existing VW reimbursement process. All this is to say that I would estimate the next reimbursement period to be between 50-60%, barring any other significant funding changes or another significant COVID outbreak that impacts surcharge collections."

Reimbursement may be suspended or terminated if the county fails to comply with the required duties. Additionally, the county could be the subject of a complaint of a violation of crime victims' rights to the Crime Victim Rights Board which could result in a private or public reprimand, or forfeiture, or report and recommendation.

❖ ***Services Provided:***

A synopsis of services provided from January 1st to August 25, 2020:

- 806 Initial Contact letters sent / 1742 total mailed communications
- 3509 Total Services Provided*
- 162 meetings with Victims or Witnesses

*Email communications are not recorded in the same way as mail resulting in a decrease in total services provide.

2021 NARRATIVE

The last year and a half have been hard and strange for everyone. Covid 19 created a lot of challenges as we adapted to providing services while keeping staff, and victims or witnesses, safe. Jury trials started again in October of 2020 and have continued at a steady pace since. Minor changes in normal proceedings such as continued masking, refraining from handshakes, and more phone appearances for victims when allowed have been met with understanding and appreciation for safety by most.

VictimWitness Services continues to be budget focused and making every to be fiscally conservative. However, some costs are beyond our control, such as rent and postage rate increase. There has also been an increase in the price of most standard office supplies. Our budget was trimmed last year to reflect the lack of travel and trainings that were happening. This year those trainings are starting again, for the new staff member's professional development the trainings are highly beneficial, and therefore the budget reflects that increase as well. Additionally, the work load continues to increase both due to the increase in the number of attorney's in the DA's office and to the increase in cases. I foresee a need to increase the size of the VictimWitness Services offices to accommodate this growth within in the next 2 to 5 years.

As always, we will continue to do our best with two staff members.

VictimWitness Services are dedicated to providing exceptional services, information, assistance, support and guidance to all Victims / Witnesses of crime in Wood County.

Sincerely, Michele Newman, MS,

Coordinator



Department Operating Budget Summary

2022 Budget Summary					
Department: 32 - Victim Witness	3201 - Victim Witness	3202 - Victim Witness-Task Force	2022 Total	Change %	2021 Budget
Revenue / Funding Source					
43 - Intergovernmental Revenues	74,000	0	74,000	0.00%	74,000
45 - Fines, Forfeits and Penalties	10,000		10,000	0.00%	10,000
Total Operating Revenues	84,000	0	84,000	0.00%	84,000
Revenue / Funding Source Total	84,000	0	84,000	0.00%	84,000
Expense / Expenditure					
100 - Personnel Services	142,694		142,694	+7.07%	133,268
200 - Contractual Services	1,275	0	1,275	-7.27%	1,375
300 - Supplies and Expense	2,775	0	2,775	+17.58%	2,360
500 - Fixed Charges	6,683		6,683	+44.83%	4,614
Total Operating Expenditures	153,427	0	153,427	+8.34%	141,617
Expense / Expenditure Total	153,427	0	153,427	+8.34%	141,617
Beginning Carryover	0	6,230	6,230	N/A	6,230
Ending Carryover	0	6,230	6,230	N/A	6,230
32 - Victim Witness Total	69,427	0	69,427	+20.50%	57,617

2021 Budget Summary			
Department: 32 - Victim Witness	3201 - Victim Witness	3202 - Victim Witness-Task Force	2021 Budget
Revenue / Funding Source			
43 - Intergovernmental Revenues	74,000	0	74,000
45 - Fines, Forfeits and Penalties	10,000		10,000
Total Operating Revenues	84,000	0	84,000
Revenue / Funding Source Total	84,000	0	84,000
Expense / Expenditure			
100 - Personnel Services	133,268		133,268
200 - Contractual Services	1,375	0	1,375
300 - Supplies and Expense	2,360	0	2,360
500 - Fixed Charges	4,614		4,614
Total Operating Expenditures	141,617	0	141,617
Expense / Expenditure Total	141,617	0	141,617
Beginning Carryover	0	6,230	6,230
Ending Carryover	0	6,230	6,230
32 - Victim Witness Total	57,617	0	57,617



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2022 Budget	% Change	2021 Budget	2021 Actual	2021 Estimate
32 - Victim Witness					
3201 - Victim Witness					
<u>Revenue / Funding Source</u>					
3201-43511 - State Aid-Victim Witness	74,000	0.00%	74,000	52,625	74,000
3201-45120 - Co Share of St Fines & Forfeit	10,000	0.00%	10,000	6,280	10,000
Revenue / Funding Source Total	84,000	0.00%	84,000	58,905	84,000
<u>Expense / Expenditure</u>					
3201-51315 - Victim Witness Program					
101 - Wages-Permanent	84,835	+8.92%	77,890	45,267	77,889
107 - Sick Leave	4,337	+8.92%	3,982	1,517	3,982
108 - Vacation	3,590	+8.92%	3,296	3,751	3,296
109 - Holiday	3,595	+8.92%	3,301	1,404	3,301
110 - Funeral/Jury/Other	0	0.00%	0	0	0
120 - FICA	7,371	+8.92%	6,768	3,683	6,768
130 - Health Insurance	31,136	+1.12%	30,792	18,949	30,792
132 - Post Employment Benefits	1,107	+8.41%	1,021	601	1,021
133 - Vision Insurance	32	0.00%	32	20	32
140 - Life Insurance	30	0.00%	30	19	30
151 - Retirement	6,263	+4.88%	5,972	3,506	5,972
160 - Worker's Compensation	146	+74.27%	84	48	84
172 - Training / Conference / CPE	250	+150.00%	100	0	0
214 - Prof Serv-Printing	550	-15.38%	650	0	550
221 - Utility Service-Cellphone /	625	0.00%	625	339	625
243 - R/M Serv Other-Equipment	100	0.00%	100	0	100
311 - Office Supplies	700	-10.83%	785	106	700
312 - Copy Expense	0	0.00%	0	0	
313 - Postage	1,250	-16.67%	1,500	549	1,250
331 - Mileage	175	0.00%	0	0	0
332 - Meals	150	0.00%	0	0	0
333 - Lodging / Hotels	450	0.00%	0	0	0
340 - Operating Supplies & Expense	50	-33.33%	75	0	50
511 - Insurance-Liability	1,043	-11.19%	1,174	783	1,174
531 - Rent-Interdepartment	5,640	+63.95%	3,440	2,293	3,440
Expense / Expenditure Total	153,427	+8.34%	141,617	82,835	141,056
3201 - Victim Witness Total	69,427	+20.50%	57,617	23,931	57,056
3202 - Victim Witness-Task Force					
<u>Revenue / Funding Source</u>					
3202-43210 - Victim Witness State Aid	0	0.00%	0	0	
Revenue / Funding Source Total	0	0.00%	0	0	
<u>Expense / Expenditure</u>					
219 - Prof Serv-Other	0	0.00%	0	0	
340 - Operating Supplies & Expense	0	0.00%	0	0	
Expense / Expenditure Total	0	0.00%	0	0	
3202 - Victim Witness-Task Force Total	0	0.00%	0	0	
32 - Victim Witness Total	69,427	+20.50%	57,617	23,931	57,056

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2022
 Budget Line Year 2022
 Department or Sub-Department 32 - Victim Witness

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
32 - Victim Witness										
3201 - Victim Witness										
3201-51315 - Victim Witness Program										
(Unassigned)										
1702-Victim Witness Coord (1702-12554): MICHELE NEWMAN (Grade I		Step 2	96.88	55,352	24,607	-	79,959	2,015	-	0.97
1704-Proqram Assistant (1704-12863): MONICA WALTENBERRY Grade F		Step 2	96.88	41,005	21,480	-	62,485	2,015	-	0.97
Total (Unassigned)				96,357	46,087	-	142,444	4,030	-	1.94
Total 3201-51315 - Victim Witness Program				96,357	46,087	-	142,444	4,030	-	1.94
Total 3201 - Victim Witness				96,357	46,087	-	142,444	4,030	-	1.94
Total 32 - Victim Witness				96,357	46,087	-	142,444	4,030	-	1.94
Grand Total				96,357	46,087	-	142,444	4,030	-	1.94