

**Monday, February 8, 2016  
8:30 a.m.**

**HUMAN SERVICES BOARD**

*Door County Government Center  
Chambers Room (C102), 1st floor  
421 Nebraska Street, Sturgeon Bay, WI*

*Oversight Board for the Department of Human Services*

**AGENDA**

**HUMAN SERVICES BOARD MEETING**

1. Call Meeting or Order
2. Roll Call
3. **Adopt** Agenda
4. **Approve** Minutes – January 12, 2016 Human Services Board Meeting
5. Correspondence
6. Public Comment
7. Program Reports
  - a. ADRC/Adult Protective Services – Introduction of new ADRC Director
  - b. Senior Center – Verbal Report from Jake Erickson
  - c. Behavioral Health – Verbal from Deputy Director
  - d. Children & Family Services
  - e. Community Support Program
  - f. Birth-3 / CLTS / FSP / CST
  - g. Economic Support
8. Continuing /Pending Business
  - a. Family Care Updates
  - b. Resource Center Building Update
  - c. Staff Recruitment Updates
  - d. Vouchers
9. Legislative Topics
10. New Business
  - a. Transfer of Funds for 2015 Inpatient Expenses
11. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
12. Set Next Meeting Date – Monday, March 8, 2016
13. **Adjourn** Meeting

Members of the Door County Board of Supervisors and/or its sub-units may be in attendance at this meeting to listen and gather information. Notice is hereby given that the above meeting may constitute a meeting of the Door County Board of Supervisors or one of its sub-units. However no official action will be taken except by the Administrative Services Committee.

*Deviation from the order shown may occur*

## DOOR COUNTY HUMAN SERVICES BOARD MINUTES

Tuesday, January 12, 2016

These minutes have not been reviewed by the oversight board and are subject to approval or revision at the next regular meeting.

1. **Call to Order-**

Chair Mark Moeller called the January 12, 2016 meeting of the Door County Human Services Board to order at 8:30 am at the Government Center's Chamber Room.

2. **Roll Call / Establishing a Quorum-**

Present: Chairman Mark Moeller, Helen Bacon, Susan Kohout, Paul Kok, Tom Leist, Joe Miller and Robert Rau.

Excused: Roy Englebert and Wayne Kudick

Staff Present: Joseph Krebsbach - Human Services Director, Cori McFarlane – Human Services Deputy Director, Carol Wautlet – Economic Support Manager, Val Bauldry, Jessica Ingersoll, Eric Olson, Kelly Pizzala, Jessica Purdy – Economic Support Team and Shawn Barlament – Office Manager / Recording Secretary.

All present introduced themselves for the newest member of the board, Robert Rau, and the Economic Support Team that was in attendance.

The Board members present established a quorum.

3. **Adopt Agenda-**

A motion was made by Tom Leist and seconded by Joe Miller to adopt the agenda. All were in favor.

4. **Approve Minutes-**

Susan Kohout motioned to approve minutes from the December 8, 2015 Human Services Board meeting. This was seconded by Paul Kok. All approved.

5. **Correspondence-**

Joe Krebsbach and Mark Moeller received a correspondence from Human Service Board member, Wayne Kudick, in regard to program reports. Joe will respond at the next meeting.

6. **Public Comment-**

None

7. **Program Reports-**

Program reports began with a verbal presentation from the Economic Support Team. Each team member introduced themselves, explained their responsibilities and shared how long they have been employed with the county which ranged from 33 years to 1 week. Carol Wautlet passed out a written report for December 2015. This is included with these minutes. The Economic Support Consortium consists of 5 counties, handling 42,000

cases, employing 100 ES workers, 30 of which staff the main incoming line to the call center. Door County is the smallest county in the consortium and has the smallest number of employees. Currently each of the fully trained staff have been assigned 700+ cases. Once all staff have been trained, case numbers for each worker will return to about 550.

a. **ADRC/Adult Protective Services – Verbal from Director**

Michael Van Dyke has provided stability for the ADRC while the department has searched for an ADRC Director. He will continue to support the new director for 10 hours per week for 6-8 weeks after hire.

a. **Behavioral Health – Verbal from Deputy Director**

Tanya Kavick-Mels started on December 29th as the CCS Case Manager.

8. **Continuing / Pending Business-**

a. **Family Care Updates**

It was determined that the legislative Committee will not coordinate a listening session with our Legislature Representative, Joel Kitchens and Senator Lasee's aide. Staff will continue to provide information on where consumers and vendors can express their concerns.

b. **Resource Center Building Updates**

Venture Architects will present tomorrow, to the Property Committee, their preliminary plan for the Senior Resource Center and the EMS with a cost estimate.

c. **Staff Recruitment Updates**

- Last Friday, January 8<sup>th</sup>, 3 interviews were held for the Behavioral Health Manager position.
- Currently advertising for the .5 Activities Director position.

d. **Grant Updates**

Our department was successful in obtaining 2 of the 3 grants we referenced at November's meeting, Aging Mastery Program and Emergency Detention. Dementia in Crisis was not granted. We also did not receive a second Safe Haven Grant.

e. **Vouchers**

No questions asked.

9. **Legislative Topics-**

There was more discussion about the bill requiring all abuse and neglect cases received by Child Protection to be reported to law enforcement within 12 hours. In 2015 there were 425 referrals in Door County including those that were "screened out" by our staff. Staff from DHS and law enforcement did meet with Representative Kitchens to discuss concerns.

10. **New Business-**

a. **2015 Budget Update**

Joe Krebsbach gave a brief overview of the current status of the 2015 budget. There will be two areas over budget, the Mental Health Inpatient line and the Adult Protective Services line. There are other areas of the budget where spending is down and transfers will need to be made. Overall, it appears the budget will be in the black.

- b. **Vision Statement Goals** *“To become the best Human Service agency in the state with excellent customer service, where staff enjoy coming to work.”*

Our department is moving forward in the most proactive state since our merger. Our 2<sup>nd</sup> floor conference room, “The 20-20 Room”, has become the central hub for collecting ideas to support our customer service and staff satisfaction vision. In this room we are tracking and displaying progress on each idea submitted with a smaller display at the ADRC. A copy of the “Continuous Improvement Proposal” that employees will use to submit ideas with implementation suggestions is attached to these minutes.

11. **Matters to Be Placed on a Future Agenda or Referred to a Committee, Official or Employee-**

Please contact Joe Krebsbach or Mark Moeller with any other additional agenda items.

12. **Next Meeting Date:**

Monday, February 8, 2015 at 8:30am in the Chambers Room of the Government Center, 421 Nebraska Street, Sturgeon Bay.

13. **Adjournment:**

Paul Kok motioned and Joe Miller seconded to adjourn the meeting. The motion carried. The meeting adjourned at 10:47 am.

Respectfully submitted,  
Shawn M. Barlament, Recording Secretary

**County Board Meeting January 2016**  
**Economic Support Report for December 2015**

Door County Food Share households / recipients for December :  
1089 Households, 2101 recipients

Child Care assistance cases – December - 48

CTS cases : 10

New Cases December – 149, plus 16 Transfer cases (transferred in from other counties)

Total Cases December – 2621

Healthcare:

Badger Care / Medical Assistance December – 4327 total recipients, including 586 parents, 609 childless adults, and 1593 children on Badger Care. Elderly, Blind and Disabled included 637 people and 497 others on Medicaid with 82 Nursing Home cases.

Call volume for Change and Information Call Center – December:

10,983 calls on general line

522 Spanish line

57 Translation line

1,974 EBD calls on EBD line

Statewide comparison:

649,733 cases total

MA – 160,780

FS – 322,828

CTS – 5608

CC – 27540

Unduplicated cases historical view Door County:

2000-332

2005- 745

2010- 1265

2011- 1400

2012-1935

2013- 1913

2014 - 1799

New focus – initiatives:

Childcare providers, FS on Demand, Fraud

It bears mention once again that ES staff are at an all-time high for caseload count, averaging over 675 cases each for trained staff. Having 149 (record high) new cases this month is difficult to absorb, yet we know that due to seasonal work in this county, we see great increases in caseload.

# Door County Department of Human Services Continuous Improvement Proposal

Name: \_\_\_\_\_ Dept: \_\_\_\_\_ Date: \_\_\_\_\_

Idea: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Leader Review:**

<small>Pillar</small> Staff Satisfaction	<small>Pillar</small> Customer Service	<small>Pillar</small> Program Delivery	<small>Pillar</small> Finance
Date Reviewed:	Implementation Plan:		
Target Date:	Date Implemented:	Leader Signature:	



- *List one new idea you want implemented to advance our agency vision.*

Door County Department of Human Services  
Child and Family Services  
Child Protection and Juvenile Justice  
February 2016 Monthly Report

**Placement Update:**

Kinship -10 youth

Foster Care-9 youth

Treatment Foster Care- 1

Residential Center-3

Corrections- 1

**Referrals:**

There have been 38 child welfare and 4 juvenile justice (JJ) referrals in January 2016.

**Other Information:**

The State has contracted with Bay Area Workforce Development to provide Independent Living services to youth age 17 ½ to 21. This is a change and will increase the workload for social workers. This change was implemented starting January 2016. There have been multiple meetings between counties and the Bay Area Workforce Development within the region and locally to ease the transition of this change. We look forward to working collaboratively with their agency and personnel.

Previously the State provided counties funding to provide IL services. Door County had contracted with Lakeshore CAP to provide our IL services and Sandi Soik our IL coordinator did a fantastic job working with youth in this area. Sandi worked with our IL youth starting at an earlier age of 15 ½ sometimes even younger. Sandi worked collaboratively with the social workers to support the youth during transitioning into adulthood. Sandi has been instrumental in advocating for numerous youth who went on to attend four year colleges to pursue degrees. This is a huge accomplishment as most youth exiting out of home care as adults do not pursue a higher education.

Respectfully Submitted by

Dori Goddard, MSW  
Children and Families  
CPS & JJ Manager

## **Community Support Program 2015 Year End Summary Report**

2016 has been a big year of changes for staff and consumers. Paul Klapatch retired on Jan. 5, 2015 and Amy Higginbotham joined the CSP Team. We were very fortunate to get a CSP CM with previous experience working in Green Lake County. Our long time CSP MH Tech., Nancy Taylor resigned due to health concerns in March; we now contract her hours between Magda Gutierrez and Edward DiMaio through NAMI-Door/JAK's Place. In December I agreed to oversee Seth Wiederanders to complete a 100 hours Peer Specialist internship.

The Community Support Program began the year with 57 CSP consumers and ended with 56.

### **CSP Discharges in 2015:**

- B. C. requested discharge on 4/5/15 and now receives 100% of services through VA System.
- V. S. previously worked with DD case manager and did not like the transition to CSP and requested discharge on 7/10/15.
- J.P. ended his probation hold and successfully relocated to Marathon County 10/20/15 and connected with their CCS program.
- H.L. requested discharge from CSP to set up all of her behavioral health services on a private basis. Discharged on 11/17/15 to with PCP and Psychiatrist with Aurora.

### **CSP Deaths in 2015:**

- D.W. (age 57) passed on 5/7/15 as the result of a heart attack.
- L.A. (age 92) passed at home from natural causes on 6/29/15.
- D.H. (age 50) passed at the hospital on 6/9/15 as the result of a heart attack and complications of uncontrolled diabetic condition.

### **New Admissions to CSP in 2015:**

- E. R. (age 72) referred back to CSP under Civil Commitment/Court ordered treatment on 1/23/15
- L.M. (age 31) referred by LuAnn Desotelle prior to family care roll out on 3/31/15
- M.M. (age 54) referred by LuAnn Desotelle for intensive case management services 3/16/15.
- R.W. (age 31) referred by Door County Dept. of Corrections on 6/24/2015.
- R.S. (age 48) originally opened in CCS but required more intensive CSP CM services on 9/30/15
- J.H (age 52) originally opened in CCS but required more intensive CSP CM services on 9/16/15

### **Breakdown of Legal Status that CSP case managers are required to track court reports, yearly reviews and commitment/recommitment court dates:**

- Consumers on Probation Orders with Dept. of Corrections – 5 in 2015 down from 11 in 2014.



- Consumers under Ch. 51.20 Commitment orders – 5 under court ordered treatment; up from 3 in 2014.
- Consumers under Ch. 55 Protective Placement with guardians – 6.

**Inpatient Psychiatric Hospitalization Days utilized by CSP:**

One of the primary goals in CSP is to provide intensive case management services to reduce the frequency and duration of inpatient psychiatric hospitalization days. In 2014, **FIVE** CSP clients used **101 inpatient psychiatric days**; and 23 days in AODA Residential treatment. In 2015 only **FOUR** CSP consumers required **19 days** of inpatient hospitalization days.

**Utilization of Inpatient Services by Client:**

- Client A (H.L.) – 1 EM-1 to NPC for 3 days petition dismissed.
- Client B (R.B.) - 1 Return from Conditional Release; 6 days
- Client C (T.B.) - 1 admissions; Voluntary to Bay Haven 3 days.
- Client E (J.L.) – 1 EM-1 to NPC for 7 days; entered 90 day Settlement Agreement.

**Services Provided by CSP RN (20 hour a week position):**

- Yearly Health Assessment for 54 consumers (two consumers refused a health assessment).
- Reviews all lab results ordered by the DCDHS Psychiatrist for CSP consumers.
- Weekly medication monitoring for 17 clients
- Injection clinic for 14 CSP consumers and 3 Mental Health consumers.
- CSP RN had 3,226 individual contacts with CSP consumers in 2015.

**Consumer Participation in CSP Groups:**

In 2015 the CSP staff provided the following group experiences: Art and Socialization/Games Group are held at JAK’s Place; Men’s Self-Esteem and Problems Solving are held in the CSP Group Room; and Cooking Skills Group is a partnership with UW-Extension staff offered at NWTC industrial kitchen facility. CSP staff documented 1090 group contacts for 43 individuals.

**Supportive 1:1 contact:**

CSP Case managers work with a total of 59 clients enrolled in our program. State CSP Standards require that 60% of direct case management time be provided in the community. CSP CM had 6755 individual contacts.

**Vocational Rehabilitation:**

Research supports that a person’s sense of self-esteem is increased by their ability to work or volunteer to add purpose and meaning to their life. In 2015 there were 3 client in sheltered employment programs (two at East Shore Industries and one at Curative Workshop); 4 consumers are actively working with a job coach seeking part time employment with the assistance.

**Work Emphasis Program** – DCDHS-CSP contracted with NAMI-Door/JAK's Place to hire 6 CSP consumers in a work emphasis program totally 17 hours a month (contract is for \$6,000). The jobs are performed at JAK's Place and the clients are shadowed by the 4 JAK's paid staff members. These 5 consumers have been hired as Kitchen Aid, Art Group Assistant, 2-Clerical Assistants, Handy Man and Yard Keeper. While this may be minimal monthly employment it qualifies individuals for MAPP-Medicaid benefits.

**CSP Outreach and Community Educations Opportunities:**

CSP continues to work in a collaborative fashion with NAMI-Door and JAK's Place to provide community education opportunities and speak in the community to help reduce stigma surrounding individuals receiving treatment for mental health issues. The second Monday of each month NAMI holds a general meeting and invites guest speakers/area mental health providers to present at JAK's Place at 6:00. CSP staff use Mental Health Block Grant dollars to purchase art supplies for the weekly Art Group run at JAK's Place which encourages artistic expression of ones emotions. The Art Group is open to CSP clients and anyone who comes into JAK's Place and wishes to participate.

DCDHS budgets \$6,000 a year to support the staff and food goods to run the Tuesday Evening Family Style Meal night served at JAK's Place. The activity averages 17-20 consumers a week who help prepare the meal, set the tables and clean up afterwards. This program offers a chance to teach basic cooking skills, proper nutrition and the opportunity for clients to share in a family style meal socializing in a community setting.

**Other events NAMI and CSP hosted in 2015 are as follows:**

- 4<sup>th</sup> annual Quilt raffle to raise funds for JAK's Place.
- CSP & NWTC taught Cooking Classes bi-monthly on campus.
- Feb. 13th, May 1<sup>st</sup> and Nov 6th CSP staff sponsored Movie Day at Sturgeon Bay Cinema.
- February - Love Festival Concert at Bay View Lutheran Church. CSP Consumers volunteer at the event which is a fund raiser for JAK's Place on 2/15/15.
- June - CSP sponsored a Cookout and hiking at the Boy Scout Camp for 21 individuals.
- July 13th – NAMI Of Door Picnic was held at Otumba Park for 47 consumers and family members.
- August 20<sup>th</sup> - Sunset Beach Picnic for 67 consumers and family members.
- October 30th - CSP case managers assisted JAK's Place staff put on a Halloween Party and Bingo Game open to the public (28 attended).
- November - NAMI-Door Annual Dinner Meeting for 35 consumers and family members to meet the staff and NAMI officers at HOPE Church.
- Thanksgiving Dinner at JAK's Place; food donated by a DCDHS staff person served 21.
- November 10<sup>th</sup> CSP case managers transported 20 clients to Goodwill to shop prior to the holidays and treated them to lunch at Old County Buffet in Green Bay WI.
- December 22nd - Holiday Celebration was hosted at HOPE Church; attended by 78 clients and family members.

- CSP continues to mail the monthly CSP/JAK's Place Calendar of events. The calendar is also E-mail to all Human Services staff; Department of Correction officers and private counseling agencies in Door County in an effort to reach individuals and families affected by mental health issues.
- CSP also utilized \$500 for Child Therapy Sand Table for out therapist to do more child and family work in the clinic; \$400 was set aside to purchase art supplies utilized in the Tuesday Art Group held at JAK's Place; \$159.95 replaced Blood Pressure cuff in CSP RN medication room; the remaining \$245 was used to purchase Door to Door tickets.

Report prepared by:

Sheryl Flores, LCSW

1/11/2016

**DISABILITLIES PROGRAM UPDATE: February, 2016**

**DOOR COUNTY DEPARTMENT OF HUMAN SERVICES**

By Cindy Zellner-Ehlers, Children and Families Support Services Program Coordinator

**BIRTH TO THREE EARLY INTERVENTION PROGRAM:**

We convened a collaboration meeting between DHS B-3 and the school districts to review our memorandum of understanding regarding children transitioning from B-3 to the various school districts. The State representative as well as CESA 7 representative were present as well. Our MOU remains active for a period of two years at which time we will reconvene and make any changes necessary to continue our partnership in serving children and families.

Watch for our newspaper column in the PULSE which invites families to ask questions about their child's development and hear from our B-3 staff.

Current enrollment: **29**

**CHILDRENS SERVICES:**

- Starting January 1, 2016, Wisconsin's Family Support Program merged with the Community Options Program to become **Children's Community Options Program (CCOP)**. Children who are currently on the Family Support Program were moved to the CCOP and families were not to experience any changes. Why did this change happen? As part of the current state budget the DHS was charged with creating CCOP. The program guidelines and a transition plan are still underway at the State level and we wait for that guidance to operationalize this program.
- Just an update on the transition for children receiving autism treatment services through the waiver program. 2016 all children who are eligible can get behavioral treatment as a regular Medicaid/Forward Health care benefit, like they get insurance coverage for doctor's visits. Rather than accessing treatment services through our agency, families can go directly to the treatment provider—as long as that treatment provider is Medicaid enrolled. We developed a transition plan for the children currently on the waiver program, 'releasing

a sum certain' amount of children per month into this new system (similar to Family Care transitioning)

- Efforts continue in the CCS Program to build our provider network, train staff on the overall CCS enrollment/assessment/planning/monitoring of the children serviced through this program. Current enrollment of children: 10
- **PERSONAL CARE PROGRAM SERVICES:**

Current enrollment: 9

**ADMINISTRATION UPDATES:**

- Outreach was made to CompassThreshold to help guide our work on the single point of entry system change. We hope to have our process more clearly defined for the community as well as upgrading our intake paperwork to streamline our system.
- Provider training curriculum development –one more time providing monthly trainings for our individual providers working in the community and homes of children with special needs.
- Brochure development—we hope to have compiled a new brochure depicting the various children's services offered by DHS by month's end.
- We have statutory responsibilities under all three Children's Programs (ISP, CCS and now CCOP) to maintain an oversight committee. We are committed to reorganizing our committee structure to have one Children's (Committee) Council to address the needs of all children, regardless of disability. We hope to have this in front of you, as a Board, within the next couple of months.

This concludes the February Board report. A heartfelt thank you for your work on the Board this Valentine's Day!

Respectfully submitted,

Cindy Zellner Ehlers, Program Manager

**County Board Meeting February 2016**  
**Economic Support Report for January 2016**

Door County Food Share households for January:  
1116 Households

Child Care assistance cases – January - 46

CTS cases (Care Taker Supplement): 10

New Cases January – 94 plus 3 Transfer cases (transferred in from other counties)

Total active Cases January – 2644

Healthcare:

Data for Healthcare breakdown for January was not available at the time of this report.

Call volume for Change and Information Call Center – January:

11, 876 calls on general line

462 Spanish line

62 Translation line

1,949 EBD calls on EBD line

\*\* Call volume remains steady on each line. This will be an area of concern as we plan to roll out Food Share on Demand in July. This statewide initiative will change how we do business, when calls are likely to increase in volume and also take longer per call as workers will be determining eligibility over the phone and processing more renewals by phone in the call center.

New focus – initiatives:

Childcare providers, FS on Demand rollout (planned for July 2016), Fraud, Timeliness

We continue to see Food Share cases that close due to the FSET program rules (Food Share Employment and Training). This policy requires recipients age 18-49 who are able to work and not exempt due to other factors (such as collecting unemployment, have children in the home, are disabled, have a medical or mental health exemption, etc.) to perform 20 hours of work per week. Consumers who do not comply receive time limited Food Share benefits for up to 3 months of a 36 month time period. Consumers do not often read their notices, and may not understand the work requirement to get continued benefits, although workers thoroughly explain this requirement at each Food Share interview. This is a statewide issue.

Economic Support Division currently has one vacancy for an Economic Support Specialist. We currently have five ES workers, with three fully trained staff, and two that are new employees with less than 6 months who are in different stages of training.

Carol Wautlet, E.S. Manager



**DOOR COUNTY DEPARTMENT OF HUMAN SERVICES**

421 Nebraska Street  
 Sturgeon Bay WI 54235  
 Main Line: 920-746-7155

Joseph Krebsbach, Director  
 1<sup>st</sup> Floor Fax: 920-746-2355  
 2<sup>nd</sup> Floor Fax: 920-746-2349  
 dhs@co.door.wi.us

MEMO

**To:** Human Services Committee  
**From:** Shawn Barlament  
**Date:** 2.8.16  
**Re:** Request for Expenditure Approval

Expenditures since the last committee meeting held 1.12.2016:

\$	28.76	Wal-Mart Jan 2016
\$	590.03	Elan Credit Card - Jan 2016
\$	43,085.05	December Foster / Kinship Care Payments #258288
\$	3,302.90	December Foster / Kinship Care Payments #258305
\$	23.00	2015/2016 Invoices Paid Prior to February Meeting not included in Batches
<b>\$</b>	<b>47,029.74</b>	

Departmental journal entries not included on the attached voucher list:

\$	194.96	Maintenance Dept. - monthly gas usage - Fleet
\$	21.75	Maintenance Dept. - office supplies
<b>\$</b>	<b>216.71</b>	

Total Expenditures and Vouchers for the Human Services since the last meeting are

\$	55,764.86	Monthly Vouchers - Batch 2 (January ) 258301- 2015 Expenses
\$	2,844.70	Monthly Vouchers - Batch 2 (January ) 258303 - 2016 Expenses
\$	47,029.74	Expenditures since the last committee meeting held 1.12.16
\$	216.71	Amounts paid to other County Departments as per above
<b>\$</b>	<b>105,856.01</b>	

Total Expenditure and Vouchers for the ADRC since the last meeting are

\$	75,148.62	Monthly Vouchers - Batch 2 (January ) 258324- 2015 Expenses
\$	3,796.32	Monthly Vouchers - Batch 2 (January ) 258325 - 2016 Expenses
<b>\$</b>	<b>78,944.94</b>	
<b>\$</b>	<b>184,800.95</b>	<b>Total Expenditures and Vouchers for approval for 2015 / 2016</b>





1/07/16

\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

MEETING DATE

Dept Human Services  
DEPARTMENT

\*\*\* S U M M A R Y F O R C O M M I T T E E R E V I E W O N L Y \*\*\*

FOSTER CARE CHECK DATE: JANUARY 29, 2016

G/L DATE: 01/2016 Batch Nbr: 258288

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
BRENDA FIKE	19161	01614 010616	EWISACWIS 01/06/2016 0008044459	384.00
DOROTHY FULTON	21444	01614 010616	EWISACWIS 01/06/2016 0008025793	955.13
OLIVIA I DEREMO	8116	01614 010616	EWISACWIS 01/06/2016 0008017407	232.00
DEBOHRA GIBSON	13963	01614 010616	EWISACWIS 01/06/2016 0006910123	314.32
JULIE LITTERAL	18813	01614 010616	EWISACWIS 01/06/2016 0008043242	928.00
JUDITH A PICHETTE	13223	01614 010616	EWISACWIS 01/06/2016 0008034652	232.00
JEFFERY S SAFER	21033	01614 010616	EWISACWIS 01/06/2016 0008049774	1,257.55
LISA IVERSON	19164	01614 010616	EWISACWIS 01/06/2016 0008054023	232.00
MARYRAE V DUFEK	17937	01614 010616	EWISACWIS 01/06/2016 0008040115	464.00
NORTHWEST PASSAGE LTD	13477	01614 010616	EWISACWIS 01/06/2016 0008021015	10,106.00
OCOMOWOC DEV TRAINING CENTER	6476	01614 010616	EWISACWIS 01/06/2016 0008019479	11,478.06
ROBERTA J WIERICHS	19141	01614 010616	EWISACWIS 01/06/2016 0008019587	1,620.40
RAWHIDE INC	14219	01614 010616	EWISACWIS 01/06/2016 0008011092	10,401.12
SHANNON E FINGER	19909	01614 010616	EWISACWIS 01/06/2016 0008057302	1,489.00
TONY BATTEN	16915	01614 010616	EWISACWIS 01/06/2016 0008042309	833.40
TONYA J LAURENT	17043	01614 010616	EWISACWIS 01/06/2016 0008059839	676.00
VICKI J HOFFMAN	21216	01614 010616	EWISACWIS 01/06/2016 0008060405	1,482.07

Batch Total: \$43,085.05 \*\*\*  
=====



1/13/16

\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

MEETING DATE

Dept Human Services  
DEPARTMENT

\*\*\* S U M M A R Y F O R C O M M I T T E E R E V I E W O N L Y \*\*\*

G/L DATE: 01/2016

Batch Nbr: 258305

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
AMERICAN FOUNDATION OF CNSLNG	7857	01615 011116	EWISACWIS 01/11/2016 0008004685	3,302.90
Batch Total:				\$3,302.90 **** =====

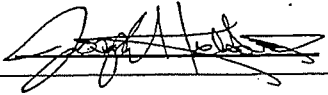
**VOUCHER**

STATE OF WISCONSIN

2015

Door County

Submitted By:  
bsixel January 20, 2016

Approved by: Department Head:  


Approved by: Committee Chair /  
 County Administrator

VENDOR # \_\_\_\_\_  New Vendor (Please Assign New #)  
 \_\_\_\_\_  One Time Vendor (Please Assign New #)

VENDOR NAME: Door County Dept of Human Services

VENDOR ADDRESS: c/o Dept Human Services

VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Added to Voucher Listing

PAID BY \_\_\_\_\_ This Area to be Completed by Finance Department  
 CHECK # \_\_\_\_\_

Voucher Listing Signed / Approved  
 Meeting Date \_\_\_\_\_  
 Hold For Approval / Documentation  
 After Processing

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
240	47				SUBMITTED FOR PAYMENT, BATCH #258301 - 2nd Batch Processing 2016 - 2015 Invoices	EA	\$ 55,764.86		various - as attached	
					VOUCHERS ARE FOR 2015 EXPENSES					
VOUCHER TOTAL							\$ 55,764.86	VOUCHER TOTAL		

1/19/16

\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

2015

2nd Batch January 20, 2016  
MEETING DATE

Dept Human Services  
DEPARTMENT

\*\*\* SUMMARY FOR COMMITTEE REVIEW ONLY \*\*\*

G/L DATE: 01/2016 Batch Nbr: 258301

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	21359	DEC 2015	[REDACTED]	666.69
ABBY VANS INC	16735	DEC 2015	DEC DOOR TO DOOR COUPON BKS	245.00
ADVOCATES-INDEPENDENT LIVINGII	13325	DEC 2015	DEC CLIENT SRVCS	12,289.49
ADVOCATES FOR HEALTHY	17929	NOV 2015	NOV 1.3 UNITS PSYCHOTHERAPY	88.40
BETH CHISHOLM	2435	DEC 2015	293 DEC EMPLY MILEAGE REIMB	168.48
[REDACTED]	15976	DEC 2015	[REDACTED]	400.00
BARNES & NOBLE BOOKSELLERS	8124	DEC 2015	DEC DSM/TABS	479.85
BAY COUNSELING CLINIC, LLP	21177	DEC 2015	DEC 4.7 UNITS PSYCHOTHERAPY	479.40
BROTOLOC HEALTH CARE SYSTEM IN	3640	DEC 2015	DEC CBRF 31 DAYS	5,471.50
CHILDEHERAPYTOYS.COM, LLC	21460	DEC 2015	DEC SAND TABLE & CHAIRS	509.85
CORPORATE GUARDIANS OF NEW	17122	DEC 2015	OCT,NOV & DEC GUARDSHP SRVCS	600.00
DC PRINTING LLC	5245	DEC 2015	DEC PANEL DISPLAY AODA	695.00
DEBRA FEHRMAN	6876	DEC 2015	151 DEC EMPLY MILEAGE REIMB	86.83
IMELDA DELCHAMBRE	8553	DEC 2015	DEC ES TRANSLATING 6.5 HRS	195.00
FAMILY SERVICES	3841	DEC 2015	DEC FAMILY SERVICES	11,664.18
MARK HILL	2006	DEC 2015	635 DEC EMPLY MILEAGE REIMB	365.12
ISLAND SHUTTLE LLC	21000	DEC 2015	DEC MENTOR HRS & TRANS	789.00
[REDACTED]	21062	DEC 2015	[REDACTED]	90.00
[REDACTED]	18129	DEC 2015	[REDACTED]	98.81
JESSICA A INGERSOLL	13789	DEC 2015	DEC EMPLY REIMB PARKING FEES	21.00
KELLY PIZZALA	21458	DEC 2015	DEC EMPLY REIMB PARKING FEE	5.00
[REDACTED]	8139	DEC 2015	[REDACTED]	440.12

1/19/16  
G/L DATE: 01/2016

Batch Nbr: 258301

Page 2

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
LAKESHORE CAP OFFICE	17200	DEC 2015	DEC JUVENILE REST/CS/ILS	4,188.90
NAMI-DC	15686	DEC 2015	DEC CSP MENTAL HEALTH TECH	483.26
NEW PARTNERSHIP	8964	DEC 2015	DEC TRAINING	60.00
██████████	15539	DEC 2015	██████████	50.00
PROFESSIONAL GUARDIANSHIPS INC	5008	DEC 2015	NOV & DEC GUARDIANSHIP SRVCS	396.00
SHERRY PESCH	3394	DEC 2015	73.5 HRS DEC CSP/FC/DD BKCP SRVCS	1,470.00
██████████	21488	DEC 2015	OVERPAYMENT ON ACCOUNT	300.00
SPECIALIZED SERVICES LLC	7694	DEC 2015	DEC 180.5 HRS PCW MA BILL	2,902.44
STAPLES ADVANTAGE	15069	DEC 2015-1	DEC HS OFFICE SUPPLIES	8.99
STREUS PHARMACY INC	9617	DEC 2015	DEC BLD PRESSR MONITOR	159.95
SUNSHINE HOUSE INC	31820	DEC 2015	DEC DAY & WORK SRVCS	1,059.63
WE ARE HOPE, INC	19620	DEC 2015	DEC WHEAP/LIHEAP	8,593.66
WISCONSIN DOCUMENT IMAGING	5999	DEC 2015	DEC LEASED COPIES	243.31

Batch Total: \$55,764.86 \*\*\*\*  
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# VOUCHER

STATE OF WISCONSIN

2016

Door County

VENDOR # \_\_\_\_\_

New Vendor (Please Assign New #)

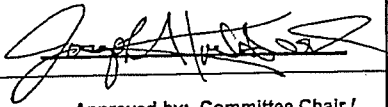
One Time Vendor (Please Assign New #)

VENDOR NAME: Door County Dept of Human Services

VENDOR ADDRESS: c/o Dept Human Services

VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By: <u>bsixel JANUARY 20, 2016</u>
Approved by: Department Head:  
Approved by: Committee Chair / County Administrator  _____

Added to Voucher Listing

Voucher Listing Signed / Approved  
Meeting Date \_\_\_\_\_

Hold For Approval / Documentation  
After Processing

This Area to be Completed by Finance Department

PAID BY  
CHECK # \_\_\_\_\_

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
240	47				SUBMITTED FOR PAYMENT, BATCH #258303 JANUARY 2016 - 2nd Batch Processing	EA	\$ 2,844.70		various - as attached	
					VOUCHERS ARE FOR 2016 EXPENSES					
<b>VOUCHER TOTAL</b>							<b>\$ 2,844.70</b>	<b>VOUCHER TOTAL</b>		

1/19/16

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

*2nd Total January 20, 2016*  
MEETING DATE

Dept Human Services  
DEPARTMENT

\*\*\* SUMMARY FOR COMMITTEE REVIEW ONLY \*\*\*

G/L DATE: 01/2016      Batch Nbr: 258303

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
BAETEN COUNSELING	20427	JAN 2016	JAN CRISIS/OWI ASSESSMENTS	500.00
CELLCOM WISCONSIN RSA 10	4818	377611	JAN HS CELLPHONES	664.88
HIRN MENTAL HEALTH COUNSELING	17401	JAN 2016	JAN WI OUTPNT MH CLINIC	420.00
HOPE UCC	3578	JAN 2016	CSP HOLIDAY LUNCHEON RESERVE	200.00
SALLY LAURENT	8394	JAN 2016	JAN AFH-31 DAYS	900.00
MCKESSON MEDICAL SURGICAL	12488	JAN 2016	JAN UA GLOVES	101.79
CITY OF STURGEON BAY PARKS DEP	11280	JAN 2016	JAN - RESERVE SUNSET CSP	58.03
Batch Total:				\$2,844.70 **** =====





COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

*Adrc/src 2<sup>nd</sup> batch, Jan. 2016*

MEETING DATE

HS Resource Center  
DEPARTMENT

\*\*\* S U M M A R Y F O R C O M M I T T E E R E V I E W O N L Y \*\*\*

G/L DATE: 12/2015 Batch Nbr: 258324

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
ABBY VANS INC	16735	18560 SRC	D2D TAXI-DEC 2015 HOURS	52,085.35
ADVANCED DISPOSAL SERVICES	18928	18928 SRC1215	DEC DISPOSAL SVCS-SRC	177.03
ADVOCATES-INDEPENDENT LIVINGII	13325	13325 DEC2015	DEC SHC-BA	962.23
BARBARA J SNOW	15999	15999 DEC2015	DEC EMPLY MILEAGE REIMB	6.44
BOETTCHER COMMUNICATIONS, LLC	17949	13938 SRCDEC	DEC 5311 MKTG	562.50
BROTHERS DAIRY	257	257 DEC2015	DEC RAW FOOD	522.27
NELVIE CAULDWELL	4168	4168 DEC2015	DEC EMPLY MILEAGE REIMB	12.70
CLINICAL & CONSULTING PSYCHOLO	11583	11583 SRC1215	PSYCH EVAL-MJT	320.00
CULLIGAN OF STURGEON BAY	6370	1085772 TRLR	BOTTLED WATER TRAILER	30.00
DOOR-TRAN	16496	16496 DEC2015	4Q15 JARC/WETAP	1,227.00
EMERALD SHORES ASSISTED LIVING	21171	2125 2073 SRC	ASSISTED LIVING-AB	7,244.00
HENKEL FLOORING SERVICE LLC	6241	2797 SRC	DEC SNOW REMOVAL-CP	110.00
JAMES D NEWMAN	17792	17792 2015	MOW MILEAGE REIMB-3/15 THRU 12/15	147.26
JAMIE STEPHAN	17906	17906 DEC2015	284.20 DEC MEALSITE/MOW EMPLY MLGE REIMB	163.44
KIM KRAMER	12614	12614 DEC2015	61 DEC EMPLY MILEAGE REIMB	35.08
TOWN OF LIBERTY GROVE	33170	33170 DEC2015	DEC MEALSITE 11 DAYS@\$9/DAY	99.00
MANNS STORE	18770	18770 DEC2015	DEC RAW FOOD	547.95
N E W CURATIVE REHABILITATION	6470	6470 44906DEC	DEC SHC-SG	84.88
JUDITH ORTHOBER	5668	5668 DEC2015	402 DEC MEALSITE EMPLY MILEAGE REIMB-FVL	231.15
PIP PRINTING	25032	71022 ADRDEC	ADRC MARKETING MATERIALS	611.70
REINHART FOOD SERVICE	26500	26500 DEC2015	656162/RAW FOOD	2,209.03
SHERRY PESCH	3394	EB0327 SRC	DEC FIN MGMT SVC-CP	111.00

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
STACEY VOLKMANN	14091	14091 DEC2015	554 DEC MEALSITE/MOW EMPLY MILEAGE REIMB	318.55
GOOD SAMARITAN, SCANDIA VILLAGE	27395	27395 DEC2015	DEC MOW-65 MEALS @\$ 4.00/EA	168.00
SPECIALIZED SERVICES LLC	7694	1655 SRC	DEC FIN MGMT-CK	21.90
STAPLES ADVANTAGE	15069	3288982380	ADRC/SRC SUPPLIES-3288982380	83.51
SYSKO	9328	9328 DEC2015	512070235/RAW FOOD	4,088.79
TIP TOP CLEANERS	10942	724596 SRCDEC	DEC LAUNDRY/KITCHEN	150.60
UNITED HOME HEALTH SERVICS, LLC	20955	20955 DEC1502	DEC SHC-GH	784.39
WARNER-WEXEL WHOLESALE & POOL	36120	36120 DEC2015	DEC NUTRITIONAL SUPPLIES	332.56
WASHINGTON ISLAND ELECTRIC COO	9574	9574 SRC2015	ELECTRIC PAYMENT-EF	356.72
TOWN OF WASHINGTON	33570	33570 DEC2015	DEC MEALSITE 10 DAYS@\$8/DAY	80.00
WISCONSIN DOCUMENT IMAGING	5999	85267A 85281A	ADRC/SRC DEC PRINTING COSTS	1,030.50
WISCONSIN PUBLIC SERVICE	11363	11363 SRCDEC	DEC UTILITIES-SRC	233.09

Batch Total: \$75,148.62 \*\*\*\*  
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1/20/16

2016 BILLS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

*ADRC/SRC 2<sup>nd</sup> Batch, JAN. 2016*

MEETING DATE

HS Resource Center  
DEPARTMENT

\*\*\* S U M M A R Y F O R C O M M I T T E E R E V I E W O N L Y \*\*\*

G/L DATE: 01/2016

Batch Nbr: 258325

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
MARY BINK	12388	12388 JAN20-1	MEAL REIMB-EBS TRG-MADISON	31.90
CELLCOM WISCONSIN RSA 10	4818	4818 SRC 0116	ADRC/SRC CELL (01/06-02/02)-SRC MIFI	293.69
DAVID C NATWICK	19302	19302 DEC2016	50 JAN MOW MILEAGE REIMB	27.00
ENGELS COMMERCIAL APPLIANCE	16665	107130 SRC	KITCHEN MTC/DISHWASHER	161.00
JOHN M O'GARA	18116	18116 JAN2016	3.9 JAN MOW MILEAGE REIMB	2.11
LIFELINE DEPARTMENT \ DCMH	18103	18103 SRC0116	JAN LIFELINE-CP	140.00
MARGARET B HATALA	21056	21056 JAN2016	JAN CGSG	187.40
NICOLET BROADCASTING	1473	16010067 SRC	RADIO ANNOUNCEMENT-SRC	104.00
UNITED HOME HEALTH SERVICES, LLC	20955	20955 JAN2016	JAN SHC-MP	2,812.47
WIL KIL PEST CONTROL	6359	6359 JAN16SRC	JAN PEST CONTROL SVCS-SRC	36.75

Batch Total: \$3,796.32 \*\*\*\*  
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DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – **STAFFING**

2-1-2016

