

<sup>1</sup>  
**Tuesday, March 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*

**REVISED AGENDA**

**HUMAN SERVICES BOARD MEETING**

1. Call Meeting or Order
2. Roll Call
3. **Adopt** Agenda
4. **Approve** Minutes – February 8, 2016 Human Services Board Meeting
5. Correspondence
6. Public Comment
7. Program Reports
  - a. ADRC/Adult Protective Services/Senior Resource Center
  - b. Behavioral Health – Verbal from Deputy Director
  - c. Children & Family Services
  - d. Community Support Program
  - e. Birth-3 / CLTS / FSP / CST
  - f. Economic Support
  - g. Director's Report
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. Program Report Content
  - b. CCS/CLTS/COP Committee Changes
  - c. Completion of Introductory Period
    - Jamie Lewis
    - Jessica Ingersoll
  - d. Retirement Letter from Judy Orthober
  - e. Request to Refill Nutrition Site Manager-PT Position (documents to be handed out at the meeting)
  - f. Recognition of Social Workers Month - March
11. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
12. Set Next Meeting Date – Tuesday, April 12, 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

Monday, February 8, 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 February 8, 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, Roy Englebert, Paul Kok, Wayne Kudick, Tom Leist, Joe Miller and Robert Rau.

Excused: Susan Kohout

Staff Present: Joseph Krebsbach - Human Services Director, Cori McFarlane – Human Services Deputy Director, Ken Pabich – County Administrator, Rachelle Gramann – ADRC Director, Jake Erickson – Aging Program Manager, Wendy Schubert – Senior Center Office Assistant, Robin Mark – Transportation & Accounts Specialist and Shawn Barlament – Office Manager / Recording Secretary.

Others Present: Cindy Weber – CEO, Sunshine House

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-**

Paul Kok motioned to approve minutes from the January 12, 2016 Human Services Board meeting. This was seconded by Helen Bacon. All approved.

5. **Correspondence-**

None

6. **Public Comment-**

Cindy Weber, CEO of Sunshine House, spoke of intentions to work more with seniors, develop and provide an adult day care. All in an effort to fill gaps in services to meet the needs of the county's growing aging population.

7. **Program Reports-**

a. Joe Krebsbach introduced Rachelle Gramann, the new ADRC Director. The board welcomed her and introduced themselves.

b. Jake Erickson, Aging Program Manager, gave a verbal report for the Senior Resource Center which is funded by the Older Americans Act. Wendy Schubert and Robin Mark joined Jake from the SRC team and were able to introduce themselves and share their responsibilities. Jake communicated that we were one of 13 communities in the state that received the Aging Mastery Program Grant and we are partnering with the YMCA for delivery of the program. One of the goals for the center is to integrate the ADRC and the Senior Resource Center together under one name. A portion of the 3 year Aging Plan is to expand programs beyond the building similar to the exercise group and the Strong Women's Program that meets at the Baileys Harbor Town Hall. Upcoming celebrations for Valentine's Day and Marti Gras are being planned. Currently tax help is available and exercise options continue. Jake also shared 2015 statistics for the Meal Program, transportation, phone call, volunteer hours and gifts.

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

Due to the absence of a BH Manager, the doctor, Joe and Cori continue to support the team. They have established an additional weekly educational meeting for the staff because of the absence of longevity on and within the team. This evening a few members of our BH Team and the hospital's will present a program on mental illness to the community at Cross Roads Center.

**8. Continuing / Pending Business-**

**a. Family Care Updates**

Our department continues to meet monthly with Care Wisconsin and Lakeland Care District to help with the transitions to Family Care.

Two regional hearings will be scheduled on numerous changes to Family Care/IRIS 2.0.

**b. Resource Center Building Updates**

Venture Architects will present to the County Board this month. Joe Krebsbach, Ken Pabich and Wayne Spritka will conduct public meetings at the Senior Center to provide building updates on the new proposed plan.

**c. Vouchers**

Questions were asked on the higher costs of a few Foster Care payments which included care institutions and families with more than 1 foster child.

**9. Legislative Topics-**

There was dialogue about the difficulty to determine which bills will have a significant impact on our department/programs and that fast tracking of bills makes it difficult to inform citizens. The board asked that the specific bills be listed if they are a topic of discussion.

**10. New Business-**

**a. Transfer of Funds for 2015 Inpatient Expenses**

Helen Bacon moved to transfer monies from the other expense lines to cover the deficit in inpatient costs as outlined in the department's memo to the Finance Committee

(included with these minutes.) Wayne Kudick seconded the motion and all were in favor.

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:**

Tuesday, March 8, 2016 at 8:30am in the Chambers Room of the Government Center, 421 Nebraska Street, Sturgeon Bay.

13. **Adjournment:**

Roy Englebert motioned and Tom Leist seconded to adjourn the meeting. The motion carried. The meeting adjourned at 10:26 am.

Respectfully submitted,  
Shawn M. Barlament, Recording Secretary



**Door County**  
**DEPARTMENT OF HUMAN SERVICES**  
 421 Nebraska Street  
 Sturgeon Bay, WI 54235

**Joseph Krebsbach**  
 Program Director  
 (920) 746-7155  
 Fax: (920) 746-2439

## Memo

**To:** Finance Committee  
**From:** Joe Krebsbach  
**CC:** Human Services Board  
**Date:** February 5, 2016  
**Re:** Request to transfer funds

In 2015 DHS we experienced a second year of very high psychiatric inpatient expenses. To date we have paid a total of \$410,628 in Mental Health (MH) Inpatient costs. As is always the case, we have potential liabilities or outstanding bills that we have not yet been billed for.

Those yet unbilled expenses are anticipated to be \$32,558 or less. This would bring our total MH Inpatient Costs to \$443,186.30 for the year. Our budgeted amount for this line was \$245,000. Leaving a deficit of \$198,186.00.

The Department has monies in other lines that will cover these expenses as follows:

- \$76,000 from 3926 Behavioral Health Lines (same sub dept.)
  - \$50,000 Purchased Services
  - \$ 6,000 Purchased Services Intoxicated Driver Program
  - \$16,000 Inpatient Driver Program
  - \$ 4,000 Inpatient Diversion
- \$100,000 from 3949 Alternate Care Line (Foster Care Admin Fees)
- \$10,000 from 3947 Supportive Home Care Line (Adult Family Home)
- \$13,000 from 3930 CSP Program Line (Specialized Living)

Total \$199,000

Per County rule a transfer of these funds requires County Board Supervisor approval. I would request that you support and forward the corresponding Resolution.

Respectfully Submitted,

Joseph Krebsbach

## Report to the Human Services Board

March, 2016

ADRC-Aging and Disability Resource Center and Senior and Community Resource Center

Some of the highlights and updates include:

### **ADRC-Aging and Disability Resource Center**

- The ADRC Director's position was filled as of 2/1/16. Michael Van Dyke did a wonderful job as Interim Director however, he happily transitioned back into full retirement 2/26/16.
- The I&A Specialists are doing a great job providing resources to consumers and screening for eligibility for Family Care. Currently, the waiting list for Family Care is at 16 with 95 on the que-up list.
- In the month of April, I&A Specialists and our EBS will be visiting the satellite meal sites throughout the County. Each site will have a flyer posted with the date and time I&A Specialists and EBS will be present. The plan is to carry this out every month thereafter. The schedule for April: (4/5 Forestville 10am-3pm; 4/12 Baileys Harbor 10am-3pm; 4/19 Liberty Grove 10am-3pm; 4/26 Washington Island 10am-1:30pm)
- A priority in 2016 is to increase community outreach. Our goal is to provide ADRC information and services to two different sites per month throughout Door County (particularly Southern Door and the north end of Northern Door).
- The ADRC provided assistance at the Red Cross station set-up for those who lost their home in the recent apartment fire. Jennifer from the ADRC and Sheryl from Community Support were successful in assisting with housing resources and residential placement.

### **SENIOR AND COMMUNITY RESOURCE CENTER**

- We have an action packed month of March planned at the Senior Center. But before I get into more of those details, I am happy to announce our most recent hire of Jennifer Fitzgerald. Jennifer is our new Activities Assistant. Jennifer comes to us having a wealth of experience and knowledge in the aging realm. We are very excited to have her on board and a part of our growing team.
- Starting in March we will be launching the StrongWomen exercise program. We are collaborating with UW-Extension's Tenley Hitz, who will be facilitating this wonderful opportunity. At our February information session, where we invited anyone who was interested in learning more about the program, we had over 30 women show up and register. That program will begin Tuesday, March 22<sup>nd</sup> from 8-9:30am and continue for ten weeks every Tuesday and Thursday from 8-9:30am.

- Last month I provided a verbal report on the good news that we were selected and awarded a grant to launch the Aging Mastery Program. Only 13 communities throughout the state of Wisconsin were designated to launch this program. We were one of those 13. We will host the first ten week session at the Senior Center starting in April.
- On March 17<sup>th</sup> we will be hosting our St. Patrick's Day celebration. We are expecting a great turnout. Last year we had over 160 people show up. So, if anyone from the board is interested in lending a helping hand on that day, please contact me. At the very least we hope to see you there. We have scheduled entertainment. Remember to wear your green.
- Please check out our March edition of the Senior Center Newsletter for more information.

Rachelle Gramann  
Director  
ADRC & Aging Unit

Jake Erickson  
Manager  
Aging Program

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

**Placement Update:**

Kinship -10 youth

Foster Care-11 youth

Treatment Foster Care- 0

Residential Center-3

Corrections- 1

**Referrals:** There have been 47 child welfare and 10 juvenile justice (JJ) referrals January and February 2016.

**Other Information:** March is Social Worker recognition month. The social workers are the most resilient people I know. They face adversity every day while working with people who have preconceived negative opinions about what social work is about. Social workers genuinely care about people and the community. They have a demanding and stressful job that is ironically also very rewarding work. The social workers have an incredibly positive attitude, maintain a sense of humor, and work collaboratively with one another and within the community. I am very privileged to be part of an awesome team! Thank you to my team members: Mark Hill, Beth Moeller, Deb Fehrman, Emily Schwark, Kayla O'Dell, Amy LeFevre, Intern Lisa Viljoen, and our newest starting Monday March 7<sup>th</sup> McKenzie Erickson!



Respectfully Submitted by Dori Goddard, MSW



|                                                        |
|--------------------------------------------------------|
| <p><b>DISABILITIES PROGRAM UPDATE: March, 2016</b></p> |
|--------------------------------------------------------|

|                                                        |
|--------------------------------------------------------|
| <p><b>DOOR COUNTY DEPARTMENT OF HUMAN SERVICES</b></p> |
|--------------------------------------------------------|

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

**BIRTH TO THREE EARLY INTERVENTION PROGRAM:**

The Birth To Three Program embarked on its annual State Performance Plan and Self Assessment process with State lead, Rene Forsythe on 2/19 with many program accolades paid for the operation of the program and services provided. We shared a parent's perspective through telephone interview, a school and stakeholder's perspective of program operation through interview with school staff, interviewed therapy staff to best define our work on the state driven preferred provider model, shared stories and B-3 program highlights of the last year—in addition to a State file review. Congratulations to Naomi and the B-3 team for an excellent review!

Current enrollment: **26**

**CHILDRENS SERVICES:**

- Standardization and program set up for the new Children's COP Program which will be added to the menu of services available through the department.
- Development of 2016 program goals for the department- this year our emphasis will be on safety and crisis plan development; continuing our work on the creation of a single point of entry for children's services, and increasing our outreach and prevention activities.
- 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.
- **PERSONAL CARE PROGRAM SERVICES:**

We've elected to have our PCW RN undergo Functional Screen Training for children with the hopes of adding that element of support to families in the intake process. This will be a new strategy to evaluate medical needs of all children being referred to the program(s) and also provide additional information at the time of assessment of the children.

**ADMINISTRATION UPDATES:**

- Informed Trauma Care Project involvement—seeking strategies to promote an all agency informed trauma care service delivery thanks to the grant Cori was able to procure.
- Drafting Children’s Service brochure to highlight the various children’s programs and promote greater community awareness of supports.
- Development of a single Children’s Council—oversight committee for all programs
- CCS Provider network recruitment
- Increased program referrals, particularly from the schools

This concludes the March Board report. A heartfelt thank you for your work on the Board .

Respectfully submitted,

Cindy Zellner Ehlers

Children and Families Program Manager

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

**Door County Food Share** households for February:  
1,118 cases with 2,083 recipients in those households.

**Child Care** assistance cases – February - 44

**CTS cases** February (Care Taker Supplement): 9

**New Cases February** – 72 plus 13 Transfer cases (transferred in from other counties)

**Total active Cases February** – 2641

**Healthcare January: (February data is not available at the time of this report)**

|                                                 |            |
|-------------------------------------------------|------------|
| Medicaid (Elderly Blind Disabled) Total         | 630        |
| Badger Care Total                               | 3223       |
| Others (Well Woman, Family Planning, etc) Total | <u>477</u> |

**Total for all categories for healthcare** 4430

**Call volume for Change and Information Call Center – February:**

12,193 calls on general line

560 Spanish line

132 Translation line

1,999 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.

In an effort to increase in-home child care providers in the county, we will host an informational session at the Government Center on Tuesday March 15 from 6 – 7 pm. See informational flyer attached.

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. Interviews for the vacant position were held Monday 2/29.

Carol Wautlet, E.S. Manager

**Consider a rewarding career caring for children in your home. Join us for an informational event to find out how to open a family day care!**



**MARCH 15, 2016**

**DOOR COUNTY GOVERNMENT CENTER  
PENINSULA ROOM**

**421 NEBRASKA ST, STURGEON BAY**

**6 pm – 7 pm**

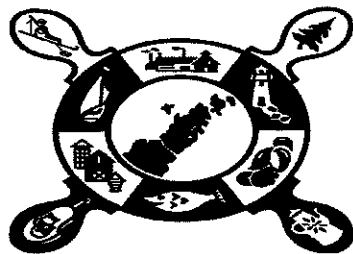


**Make money while staying home with your children**

**Are you retired and miss your connection with children**

**Make a difference in a child's life**

**Door County  
Department of  
Human  
Services**



**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](mailto:dhs@co.door.wi.us)

**MEMO**

**To:** Human Services Committee  
**From:** Shawn Barlament  
**Date:** 3.8.16  
**Re:** Request for Expenditure Approval

**Expenditures since the last committee meeting held 2.8.2016:**

|           |                  |                                                                   |
|-----------|------------------|-------------------------------------------------------------------|
| \$        | 29.94            | Wal-Mart February                                                 |
| \$        | 1,931.99         | Elan Credit Card - Feb/Mar 2016                                   |
| \$        | 43,999.28        | January Foster / Kinship Care Payments #258384                    |
| \$        | 3,323.36         | January Foster / Kinship Care Payments #258401                    |
| \$        | 150.00           | 2016 Invoices Paid Prior to March Meeting not included in Batches |
| <b>\$</b> | <b>49,434.57</b> |                                                                   |

**Departmental journal entries not included on the attached voucher list:**

|           |               |                                               |
|-----------|---------------|-----------------------------------------------|
| \$        | 151.77        | Maintenance Dept. - monthly gas usage - Fleet |
| \$        | 61.29         | Cintas - Shredding                            |
| <b>\$</b> | <b>213.06</b> |                                               |

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

|           |                   |                                                                 |
|-----------|-------------------|-----------------------------------------------------------------|
| \$        | 86,753.24         | Monthly Vouchers - Batch 1 (February) 258337 2015/2016 Expenses |
| \$        | 65,773.91         | Monthly Vouchers - Batch 2 (February) 258383 2016 Expenses      |
| \$        | 37,646.61         | Monthly Vouchers - Batch 1 (March) 258411 2015/2016 Expenses    |
| \$        | 49,434.57         | Expenditures since the last committee meeting held 2.8.16       |
| \$        | 213.06            | Amounts paid to other County Departments as per above           |
| <b>\$</b> | <b>239,821.39</b> |                                                                 |

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

|           |                  |                                                            |
|-----------|------------------|------------------------------------------------------------|
| \$        | 1,426.94         | Monthly Vouchers - Batch 1 (February) 258367 2015 Expenses |
| \$        | 11,501.38        | Monthly Vouchers - Batch 1 (February) 258368 2016 Expenses |
| \$        | 105.00           | Monthly Vouchers - Batch 2 (February) 258396 2015 Expenses |
| \$        | 18,062.40        | Monthly Vouchers - Batch 2 (February) 258397 2016 Expenses |
| \$        | 56,007.24        | Monthly Vouchers - Batch 1 (March) 258419 2016 Expenses    |
| \$        | 5,850.00         | Monthly Vouchers - Batch 1 (March) 258427 2015 Expenses    |
| <b>\$</b> | <b>92,952.96</b> |                                                            |

|           |                   |                                                                     |
|-----------|-------------------|---------------------------------------------------------------------|
| <b>\$</b> | <b>332,774.35</b> | <b>Total Expenditures and Vouchers for approval for 2015 / 2016</b> |
|-----------|-------------------|---------------------------------------------------------------------|

# VOUCHER

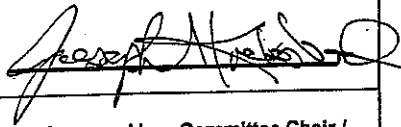
STATE OF WISCONSIN

2016

Door County

Submitted By:  
kmadoche 02.09.16

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Approved by: Department Head:  


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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: \_\_\_\_\_

VENDOR ADDRESS: MONTHLY FOSTER CARE PAYROLL

VENDOR ADDRESS: 421 Nebraska Street

Added to Voucher Listing

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

This Area to be Completed by Finance Department

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   |          |                |        | 2016 FOSTER CARE PAYROLL<br>AS PER ATTACHED VOUCHER -<br>January Services | 1         | \$ 43,999.28 | 02.09.16      | BATCH # 258384        |  |
| VOUCHER TOTAL |      |          |                |        |                                                                           |           | \$ 43,999.28 | VOUCHER TOTAL |                       |  |

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

15  
COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

MEETING DATE

Dept Human Services  
DEPARTMENT

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

FOSTER CARE CHECK DATE: FEBRUARY 29, 2016

G/L DATE: 02/2016 Batch Nbr: 258384

| Vendor Name                    | Vendor No. | Invoice #    | Invoice Description             | Amount    |
|--------------------------------|------------|--------------|---------------------------------|-----------|
| BRENDA FIKE                    | 19161      | 01616 020816 | EWISACWIS 02/08/2016 0008044459 | 37.16     |
| CATHY LINDAL                   | 9975       | 01616 020816 | EWISACWIS 02/08/2016 0008042566 | 1,129.25  |
| DOROTHY FULTON                 | 21444      | 01616 020816 | EWISACWIS 02/08/2016 0008025793 | 592.00    |
| OLIVIA I DEREMO                | 8116       | 01616 020816 | EWISACWIS 02/08/2016 0008017407 | 232.00    |
| DEBOHRA GIBSON                 | 13963      | 01616 020816 | EWISACWIS 02/08/2016 0006910123 | 232.00    |
| JULIE LITTERAL                 | 18813      | 01616 020816 | EWISACWIS 02/08/2016 0008043242 | 928.00    |
| JUDITH A PICHETTE              | 13223      | 01616 020816 | EWISACWIS 02/08/2016 0008034652 | 232.00    |
| JEFFERY S SAFER                | 21033      | 01616 020816 | EWISACWIS 02/08/2016 0008049774 | 1,256.00  |
| LISA IVERSON                   | 19164      | 01616 020816 | EWISACWIS 02/08/2016 0008054023 | 232.00    |
| MARYRAE V DUFEK                | 17937      | 01616 020816 | EWISACWIS 02/08/2016 0008040115 | 464.00    |
| NORTHWEST PASSAGE LTD          | 13477      | 01616 020816 | EWISACWIS 02/08/2016 0008021015 | 10,106.00 |
| OCONOMOWOC DEV TRAINING CENTER | 6476       | 01616 020816 | EWISACWIS 02/08/2016 0008019479 | 11,564.24 |
| ROBERTA J WIERICHS             | 19141      | 01616 020816 | EWISACWIS 02/08/2016 0008019587 | 1,577.05  |
| RAWHIDE INC                    | 14219      | 01616 020816 | EWISACWIS 02/08/2016 0008011092 | 10,564.80 |
| SHANNON E FINGER               | 19909      | 01616 020816 | EWISACWIS 02/08/2016 0008057302 | 1,489.00  |
| TONY BATTEN                    | 16915      | 01616 020816 | EWISACWIS 02/08/2016 0008042309 | 833.40    |
| TONYA J LAURENT                | 17043      | 01616 020816 | EWISACWIS 02/08/2016 0008059839 | 676.00    |
| VICKI J HOFFMAN                | 21216      | 01616 020816 | EWISACWIS 02/08/2016 0008060405 | 1,854.38  |

Batch Total: \$43,999.28 \*\*\*\*  
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# VOUCHER

STATE OF WISCONSIN

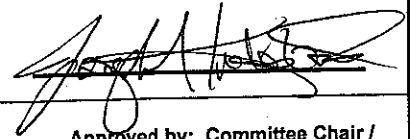
2016

Door County

Submitted By:

kemadoche 02.17.16

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: \_\_\_\_\_

VENDOR ADDRESS: MONTHLY FOSTER CARE PAYROLL

VENDOR ADDRESS: 421 Nebraska Street

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   |          |                |        | 2016 FOSTER CARE PAYROLL<br>AS PER ATTACHED VOUCHER -<br>January 2016 Services | 1         | \$ 3,323.36  | 02.17.16     | BATCH # 258401         |
|                      |      |          |                |        |                                                                                |           |              |              |                        |
|                      |      |          |                |        |                                                                                |           |              |              |                        |
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|                      |      |          |                |        |                                                                                |           |              |              |                        |
|                      |      |          |                |        |                                                                                |           |              |              |                        |
| <b>VOUCHER TOTAL</b> |      |          |                |        |                                                                                |           | 16 →         | \$ 3,323.36  | ← <b>VOUCHER TOTAL</b> |



2/17/16 17

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

MEETING DATE

Dept Human Services  
DEPARTMENT

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

FOSTER CARE      CHECK DATE: FEBRUARY 29, 2016

G/L DATE: 02/2016      Batch Nbr: 258401

| Vendor Name                   | Vendor No. | Invoice #    | Invoice Description             | Amount                   |
|-------------------------------|------------|--------------|---------------------------------|--------------------------|
| AMERICAN FOUNDATION OF CNSLNG | 7857       | 01617 021516 | EWISACWIS 02/15/2016 0008004685 | 3,323.36                 |
| Batch Total:                  |            |              |                                 | \$3,323.36 ****<br>===== |

**VOUCHER**

STATE OF WISCONSIN

2016

Door County

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

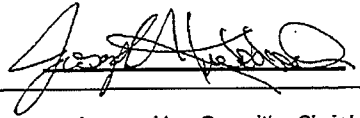
VENDOR NAME: Door County Dept of Human Services

VENDOR ADDRESS: c/o Dept Human Services

VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By: \_\_\_\_\_  
 bsixel

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 #258337<br>FEBRUARY 2016 - 1ST Batch Processing | EA        | \$ 86,753.24 |               | various - as attached |  |
|               |      |          |                |        | VOUCHERS ARE FOR 2015 & 2016 EXPENSES                                        |           |              |               |                       |  |
| VOUCHER TOTAL |      |          |                |        |                                                                              |           | \$ 86,753.24 | VOUCHER TOTAL |                       |  |

2/04/16  
COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

Page 1  
DC404RSUM

*1st Batch Feb. 3, 2016*  
MEETING DATE

Dept Human Services  
DEPARTMENT

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

G/L DATE: 02/2016 Batch Nbr: 258337

| Vendor Name                    | Vendor No. | Invoice #   | Invoice Description            | Amount    |
|--------------------------------|------------|-------------|--------------------------------|-----------|
| AMY LEFEVRE                    | 21173      | DEC 2015    | 136 DEC EMPLOYEE MIL REIMB.    | 87.27     |
| ADVOCATES FOR HEALTHY          | 17929      | DEC 2015    | DEC 2015 SKILL DEVELOPMENT     | 2,556.80  |
| BAY COUNSELING CLINIC, LLP     | 21177      | 2015 & 2016 | CCS IND PSYCHOTHERAPY          | 1,387.20  |
| BAYSIDE HOME MEDICAL           | 21172      | SEPT 2015   | SEPT ADAPTIVE AID              | 989.00    |
| BERRY                          | 804        | 429688 JAN  | JAN ADV DIG/PRINT              | 53.55     |
| BROWN CO COMUNITY TREATMNT CNT | 16015      | DEC 20151   | DEC INPNT TREATMENT CTR-JF     | 375.00    |
| BROWN COUNTY JAIL              | 15090      | JAN 2016    | 1ST QTR INTGOVT AGREEMENT      | 4,285.00  |
| CELLCOM WISCONSIN RSA 10       | 4818       | NOV 2015    | HS NOV CELLPHONE/JL            | 135.65    |
| CORPORATE GUARDIANS OF NEW     | 17122      | DEC - FEB   | GUARDIANSHIP SERVICES          | 1,000.00  |
| D.C YOUNG MEN'S CHRISTIAN ASSC | 20431      | DEC 2015    | DEC 2015 TUITION CHARGE-KT     | 297.00    |
| DOOR COUNTY MEMORIAL HOSPITAL  | 8770       | DEC 2015    | DEC B-3 OT & PT                | 8,430.14  |
| EMPOWERMENT OPTIONS            | 15615      | DEC 2015    | DEC 2015 AFH 31 DAYS           | 10,540.00 |
| MAGDA I GUTIERREZ              | 2987       | JAN 2016    | 97.5 JAN EMPLY MILEAGE REIMB   | 52.65     |
| [REDACTED]                     | 4026       | JAN 2016    | [REDACTED]                     | 60.00     |
| HELP OF DOOR COUNTY INC        | 13420      | DEC 2015    | DEC/SAFE HAVES & FAM SOLUTIONS | 12,377.40 |
| INNOVATIVE SERVICES, INC.      | 5078       | OCT 2015    | CCS SKILL DEVELOPMENT          | 7,034.80  |
| ISLAND SHUTTLE LLC             | 21000      | JAN 2016    | JAN MENTORING & TRANSP         | 804.00    |
| [REDACTED]                     | 18129      | JAN 2016    | [REDACTED]                     | 100.00    |
| LANGUAGE LINE SERVICES         | 14606      | 3744240-DEC | DEC 2015 TRANS SRVC-30 UNITS   | 21.79     |
| SALLY LAURENT                  | 8394       | JAN 2016    | FEB AFH 29 DAYS                | 900.00    |
| LIFELINE DEPARTMENT \ DCMH     | 18103      | JAN 2016    | JAN LIFELINE                   | 70.00     |
| LIFESKILLS DEVELOPMENT CENTER  | 16380      | 2024 DEC    | DEC LEAD SVC COORDINATOR       | 6,035.00  |

2/04/16  
G/L DATE: 02/2016  
20

Batch Nbr: 258337

Page 2

| Vendor Name                    | Vendor No. | Invoice #     | Invoice Description           | Amount    |
|--------------------------------|------------|---------------|-------------------------------|-----------|
| [REDACTED]                     | 21507      | DEC 2015      | [REDACTED]                    | 2,326.00  |
| NAMI-DC                        | 15686      | JAN 2016      | EOP/DINNER PROGRAM/1ST PAYMT  | 6,000.00  |
| OPTIONS LAB, INC               | 17788      | SEPT DEC      | SEPT & DEC AODA/C&F DRUG TEST | 217.00    |
| PARTNERS IN COMMUNITY          | 21182      | JUNE AUG 2015 | SUMMER PROGRAM                | 10,620.00 |
| WENDY RAY                      | 13022      | JAN 2016      | JAN B-3 SPEECH THERAPY        | 4,122.98  |
| SHERYL FLORES                  | 11392      | JAN 2016      | 96 JAN EMPLY MILEAGE REIMB    | 51.84     |
| SETH WIEDERANDERS              | 21495      | JAN 2016      | JAN 2016 PEER SP CERT REIMB   | 50.00     |
| MICHAEL P SAYERS PHD           | 8169       | JAN 2016      | JAN PSYCH SERVICES 36 HRS     | 2,565.00  |
| JEAN SEVERSON                  | 28575      | DEC 2015      | 252 DEC EMPLY MILEAGE REIMB   | 144.90    |
| STAPLES ADVANTAGE              | 15069      | DEC 15 JAN    | DEC & JAN HS OFFICE SUPPLIES  | 1,318.36  |
| [REDACTED]                     | 16594      | JAN 2016      | [REDACTED]                    | 1,424.00  |
| WI DEPT OF JUSTICE RECORD CHEC | 37970      | DEC G1141     | DEC BACKGROUND CHECK          | 20.00     |
| WISCONSIN DOCUMENT IMAGING     | 5999       | JAN 2016      | JAN HS LEASED COPIERS         | 300.91    |

Batch Total: \$86,753.24 \*\*\*\*  
=====

**VOUCHER**

STATE OF WISCONSIN

2016

Door County

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

New Vendor (Please Assign New #)  
 One Time Vendor (Please Assign New #)

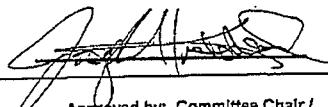
VENDOR NAME: Door County Dept of Human Services

VENDOR ADDRESS: c/o Dept Human Services

VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By:  
bsixel

Approved by: Department Head:  


Approved by: Committee Chair /  
 County Administrator  
 \_\_\_\_\_

Added to Voucher Listing

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

This Area to be Completed by Finance Department

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 #258383 FEBRUARY 2016 - 2ND Batch Processing | EA        | \$ 65,773.91 |               | various - as attached |  |
|               |      |          |                |        | VOUCHERS ARE FOR 2016 EXPENSES                                            |           |              |               |                       |  |
| VOUCHER TOTAL |      |          |                |        |                                                                           |           | \$ 65,773.91 | VOUCHER TOTAL |                       |  |

2/16/16

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

*Feb. 17 2016 - 2nd Batch*  
MEETING DATE

Dept Human Services  
DEPARTMENT

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

G/L DATE: 02/2016 Batch Nbr: 258383

| Vendor Name                    | Vendor No. | Invoice #   | Invoice Description           | Amount    |
|--------------------------------|------------|-------------|-------------------------------|-----------|
| AMY LEFEVRE                    | 21173      | JAN 2016    | 255 JAN EMPLY MILEAGE REIMB   | 137.70    |
| ADVOCATES-INDEPENDENT LIVINGII | 13325      | JAN 2016    | JAN CCS ADMIN,DD,PCW          | 5,706.07  |
| ADVOCATES FOR HEALTHY          | 17929      | JAN 2016    | JAN CCS SKILL DEV             | 1,842.80  |
| BETH CHISHOLM                  | 2435       | JAN 2016    | 383 JAN EMPLY MILEAGE REIMB   | 206.82    |
| BAY COUNSELING CLINIC, LLP     | 21177      | JAN 2016    | JAN PSYCHOTHERAPY SRVCS       | 897.80    |
| BEAR GRAPHICS INC              | 2140       | 0735345     | JAN HS CALENDARS              | 19.73     |
| BERRY                          | 804        | 00429688    | FEB ADV-DIG PRINT             | 53.55     |
| BROTOLOC HEALTH CARE SYSTEM IN | 3640       | 1054253 JAN | JAN CBRF 31 DAYS              | 5,471.50  |
| SARAH BRYAN                    | 14093      | JAN & FEB   | JAN & FEB EMPLY REIMB         | 4.50      |
| CELLCOM WISCONSIN RSA 10       | 4818       | 498586      | FEB CCS & HS CELLPHONE        | 707.56    |
| CURATIVE CONNECTIONS, INC      | 21234      | 41127       | JAN SPEMP 0.5 HRS             | 19.12     |
| DC PRINTING LLC                | 5245       | 100693      | JAN TAMPER PROOF LETTERHEAD   | 120.00    |
| DEBRA FEHRMAN                  | 6876       | JAN 2016    | 24 JAN EMPLY MILEAGE REIMB    | 12.96     |
| IMELDA DELCHAMBRE              | 8553       | JAN 2016    | JAN ES TRANSLALTING           | 105.00    |
| EMPOWERMENT OPTIONS            | 15615      | JAN 2016    | JAN AFH 31 DAYS               | 10,540.00 |
| FAITH ANN MCCOY                | 18136      | 2016-1      | JAN CM/SVC COORDINATOR        | 4,585.00  |
| FAMILY SERVICES                | 3841       | JAN 2016    | JAN PARENT EDUCATION 12 UNITS | 420.00    |
| HIRN MENTAL HEALTH COUNSELING  | 17401      | FEB 2016    | FEB MH WASH IS OUTPATIENT     | 420.00    |
| INNOVATIVE SERVICES, INC.      | 5078       | JAN 2016    | JAN CCS SKILLS DEV            | 4,876.20  |
| IPAT INC                       | 13103      | 300939 JAN  | JAN PROTECTIVE SRVC REPORT    | 60.00     |
| KAYLA O'DELL                   | 20292      | JAN 2016    | 91 JAN EMPLY MILEAGE REIMB    | 49.14     |
| LAKESHORE CAP OFFICE           | 17200      | JAN 2016    | JAN JUV REST/CS               | 2,423.23  |

2/16/16  
G/L DATE: 02/2016

Batch Nbr: 258383

Page 2

| Vendor Name                    | Vendor No. | Invoice #   | Invoice Description             | Amount   |
|--------------------------------|------------|-------------|---------------------------------|----------|
| LANGUAGE LINE SERVICES         | 14606      | JAN 2016    | JAN INTERPRETER SVC             | 39.60    |
| LIFESKILLS DEVELOPMENT CENTER  | 16380      | JAN 2016    | JAN SVC COORD                   | 5,920.00 |
| NAOMI SPRITKA                  | 18398      | JAN 2016    | JAN EMPLY B-3 MILEAGE REIMB     | 219.24   |
| NEW PARTNERSHIP                | 8964       | JAN 0220163 | JAN TRUST REL & CRISIS OVERVIEW | 90.00    |
| OPTIONS LAB, INC               | 17788      | 3595        | JAN 2016 DRUG TESTS             | 104.00   |
| PROFESSIONAL GUARDIANSHIPS INC | 5008       | JAN 2016    | JAN GUARDIANSHIP SRVCS          | 198.00   |
| SHERRY PESCH                   | 3394       | JAN 2016    | JAN REP PAYEE SRVCS             | 1,254.75 |
| SPECIALIZED SERVICES LLC       | 7694       | JAN 2016    | JAN CCS SKILL DEV & PCW         | 6,095.62 |
| STAPLES ADVANTAGE              | 15069      | JAN HS      | JAN HS OFFICE SUPPLIES          | 207.41   |
| TANYA KAVICKY-MELS             | 21550      | JAN 2016    | JAN EMPLY REIMB PARKING FEE     | 4.50     |
| JULIE TOYNE                    | 5555       | JAN 2016    | JAN B-3 SERVICES                | 4,274.36 |
| WCHSA Treasurer                | 616        | FEB 2016    | 2016 WCHSA DUES                 | 1,000.00 |
| WE ARE HOPE, INC               | 19620      | JAN 2016    | JAN LIHEAP SRVCS                | 7,687.75 |

Batch Total: \$65,773.91 \*\*\*\*  
=====

# VOUCHER

STATE OF WISCONSIN

2016

Door County

Submitted By:  
 \_\_\_\_\_  
 bsixel

Approved by: Department Head:  
 \_\_\_\_\_

*[Signature]*

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  
CHECK # \_\_\_\_\_

↓ This Area to be Completed by Finance Department ↓

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

Hold For Approval / Documentation  
 After Processing

| Fund          | Dept | Sub Dept | Account Number | Description                                                            | @ Cost/Ea | Total Amount | Invoice Date  | Vendor Invoice Number |
|---------------|------|----------|----------------|------------------------------------------------------------------------|-----------|--------------|---------------|-----------------------|
| 240           | 47   |          |                | SUBMITTED FOR PAYMENT, BATCH #258411 MARCH 2016 - 1ST Batch Processing | EA        | \$ 37,646.61 |               | various - as attached |
|               |      |          |                | VOUCHERS ARE FOR 2015 & 2016 EXPENSES                                  |           |              |               |                       |
| VOUCHER TOTAL |      |          |                |                                                                        |           | \$ 37,646.61 | VOUCHER TOTAL |                       |



3/02/16

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

Page 1  
DC404RSUM

*March 9, 2014*      *March 18, 2014*  
MEETING DATE

Dept Human Services  
DEPARTMENT

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

G/L DATE: 03/2016      Batch Nbr: 258411

| Vendor Name                    | Vendor No. | Invoice #     | Invoice Description         | Amount    |
|--------------------------------|------------|---------------|-----------------------------|-----------|
| BETH CHISHOLM                  | 2435       | FEB 2016      | 327 FEB EMPLY MILEAGE REIMB | 176.58    |
| BAETEN COUNSELING              | 20427      | JAN & FEB     | JAN & FEB OWI ASSESSMENTS   | 885.00    |
| BAY COUNSELING CLINIC, LLP     | 21177      | DEC 2015      | DEC 2015 PSYCHOTHERAPY      | 614.00    |
| BROWN CO COMUNITY TREATMNT CNT | 16015      | JAN 2016      | JAN INPNT CHG               | 1,020.00  |
| CARE WISCONSIN FIRST, INC      | 21491      | AUG/NOV 2015  | AUG & NOV REFUND            | 315.14    |
| CORNERSTONE OF STURGEON BA     | 12482      | 1693 JAN      | JAN & FEB CBRF              | 3,900.00  |
| DEBRA FEHRMAN                  | 6876       | FEB 2016      | 191 FEB EMPLY MILEAGE REIMB | 103.14    |
| DEPARTMENT OF CORRECTIONS      | 3213       | 4100000000076 | JAN DOC-DJC-JCI             | 8,804.00  |
| DOOR COUNTY YMCA               | 39472      | MAR 2016      | MAR MEMBER/LESSONS          | 79.55     |
| [REDACTED]                     | 9479       | FEB 2016      | YA FEB RSP 1 NITE           | 75.00     |
| DYNAMIC FAMILY SOLUTIONS       | 21410      | SEPT-DEC 2015 | SEPT-DEC 2015 PSYCHOTHERAPY | 306.00    |
| FMS PRODUCTIONS                | 16221      | DEC 2015      | DEC AODA DVDS               | 721.00    |
| HELP OF DOOR COUNTY INC        | 13420      | JAN 2016      | JAN SAFE HAVEN & FAMILY ACC | 10,681.37 |
| MARK HILL                      | 2006       | JAN 2016      | 468 JAN EMPLY MILEAGE REIMB | 252.72    |
| SALLY LAURENT                  | 8394       | MAR 2016      | MARCH 2016 AFH              | 900.00    |
| [REDACTED]                     | 6447       | FEB 2016      | [REDACTED]                  | 434.70    |
| LIFELINE DEPARTMENT \ DCMH     | 18103      | FEB 2016      | FEB LIFELINE                | 70.00     |
| OPTIONS LAB, INC               | 17788      | 3649 FEB      | FEB IDP & AODA DRUG TESTS   | 152.00    |
| WENDY RAY                      | 13022      | FEB 2016      | FEB B-3 THERAPY             | 5,166.06  |
| [REDACTED]                     | 2569       | FEB 2016      | YA FEB RSP 2 NITES          | 50.00     |
| MICHAEL P SAYERS PHD           | 8169       | FEB 2016      | FEB PSYCHOLOGICAL SRVCS     | 2,280.00  |
| STAPLES ADVANTAGE              | 15069      | FEB 2016      | FEB HS OFFICE SUPPLIES      | 149.70    |

3/02/16  
G/L DATE: 03/2016  
26

Batch Nbr: 258411

Page 2

| Vendor Name                    | Vendor No. | Invoice #  | Invoice Description    | Amount |
|--------------------------------|------------|------------|------------------------|--------|
| WI DEPT OF JUSTICE RECORD CHEC | 37970      | G1993 HS   | DEC&JAN BKGROUND CHECK | 60.00  |
| WISCONSIN DOCUMENT IMAGING     | 5999       | FEB 2016   | FEB HS LEASED COPIER   | 294.90 |
| WISCONSIN MEDIA                | 13278      | 0009579119 | JAN CAREER OPP HS      | 155.75 |

Batch Total: \$37,646.61 \*\*\*\*  
=====

**VOUCHER**

**STATE OF WISCONSIN  
Door County**

**2015**

**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:**  
\_\_\_\_\_ mark \_\_\_\_\_

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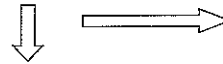
**Approved by: Department Head:**  
*[Signature]*

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**Approved by: Committee Chair / County Administrator**  
\_\_\_\_\_

 Added to Voucher Listing

↓ This Area to be Completed by Finance Department



**PAID BY** \_\_\_\_\_  
**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 |
|------|------|----------|----------------|--------|--------------------------------------------------------------------------------------------|-----------|--------------|--------------|-----------------------|
| 204  | 23   |          |                |        | SUBMITTED FOR PAYMENT, BATCH #258367 - 2015 SRC/ADRC vouchers to date. February processing |           | \$ 1,426.94  |              | various - as attached |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
|      |      |          |                |        |                                                                                            |           |              |              |                       |

**COPY**

2/02/16

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

*ADRC/SRC, FEB, 2016 1st batch  
2015 BILLS*

MEETING DATE

HS Resource Center  
DEPARTMENT

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

G/L DATE: 02/2016

Batch Nbr: 258367

| Vendor Name                    | Vendor No. | Invoice #     | Invoice Description           | Amount |
|--------------------------------|------------|---------------|-------------------------------|--------|
| CORPORATE GUARDIANS OF NEW     | 17122      | 6665 SRC      | NOV & DEC GUARDIANSHIP-DB     | 400.00 |
| JAMES R STIEFVATER             | 19378      | 19378 DEC2015 | 12.80 DEC MOW MILEAGE REIMB   | 7.36   |
| N E W CURATIVE\SENIOR AIDES PR | 11446      | 11446 4Q15SRC | 4Q15 SR. AIDE                 | 500.00 |
| ROBERT A RAHMLow AND           | 21501      | 201501 122015 | DEC MEAL SITE-8 DAYS@ \$8/DAY | 64.00  |
| STAPLES ADVANTAGE              | 15069      | 3289555717SRC | DEC OFFICE SUPPLIES-ADRC      | 39.99  |
| VITAL CARE LLC                 | 20372      | 20372 1215SRC | DEC SHC-JR                    | 415.59 |

Batch Total: \$1,426.94 \*\*\*\*  
=====

## VOUCHER

STATE OF WISCONSIN

2016

Door County

**Submitted By:**

\_\_\_\_\_ mark \_\_\_\_\_

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**Approved by: Department Head:**

*[Handwritten Signature]*

---

**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

↓ This Area to be Completed by Finance Department ↓

PAID BY  
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 |
|------|------|----------|----------------|--------|--------------------------------------------------------------------------------------------|-----------|--------------|--------------|-----------------------|
| 204  | 23   |          |                |        | SUBMITTED FOR PAYMENT, BATCH #258368 - 2016 SRC/ADRC vouchers to date. February processing |           | \$ 11,501.38 |              | various - as attached |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
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VOUCHER TOTAL 29
\$ 11,501.38
VOUCHER TOTAL

Voucher Form 2015

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

*ADRC/SRC, FEB. 2016, 1st batch*

MEETING DATE

HS Resource Center  
DEPARTMENT

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

G/L DATE: 02/2016      Batch Nbr: 258368

| Vendor Name                      | Vendor No. | Invoice #     | Invoice Description             | Amount   |
|----------------------------------|------------|---------------|---------------------------------|----------|
| AMY L KONOP                      | 18248      | 18248 JAN2016 | 21 JAN MOW MILEAGE REIMB        | 11.34    |
| CHRISTINE WISNIEWSKI             | 19268      | 19268 JAN2016 | 24 JAN MOW MILEAGE REIMB        | 12.96    |
| DOOR-TRAN                        | 16496      | 16496 JAN2016 | JAN STAFF HOURS                 | 616.34   |
| ECONO FOODS                      | 9674       | 9674 JAN2016  | RAW FOOD                        | 1,030.24 |
| GEORGE J KLEIST                  | 17474      | 17474 JAN2016 | 23 JAN MOW MILEAGE REIMB        | 12.42    |
| GREGORY W VIRLEE                 | 19080      | 19080 JAN2016 | 16 JAN MOW MILEAGE REIMB        | 8.64     |
| HENRY F DITTMER                  | 17282      | 17282 JAN2016 | 55.70 JAN MOW MILEAGE REIMB     | 30.10    |
| JOSEPH E HEILMAN                 | 5354       | 5354 JAN2016  | 42 JAN MOW MILEAGE REIMB        | 22.68    |
| JOHN M O'GARA                    | 18116      | 18116 012016  | 19.20 JAN MOW MILEAGE REIMB     | 10.36    |
| JAMES R STIEFVATER               | 19378      | 19378 JAN2016 | 3.2 JAN MOW MILEAGE REIMB       | 1.73     |
| NANCY KURSCHNER                  | 7092       | 7092 JAN2016  | 52 JAN MOW MILEAGE REIMB        | 28.08    |
| LISA VANALSTINE                  | 20119      | 20119 JAN2016 | 110 JAN EMPLY MOW MILEAGE REIMB | 59.40    |
| TOWN OF LIBERTY GROVE            | 33170      | 33170 JAN2016 | JAN MEALSITE-12 DAYS @ \$9/DAY  | 108.00   |
| MARGARET B HATALA                | 21056      | 21056 JAN16B  | JAN CGSG                        | 144.44   |
| ROBERT A RAHMLow AND             | 21501      | 21501 JAN2016 | JAN MEALSITE-8 DAYS @ \$8/DAY   | 64.00    |
| STURGEON BAY UTILITIES           | 30820      | 30820 0116SRC | SRC UTILITIES JAN2016           | 1,125.08 |
| UNITED HOME HEALTH SERVICES, LLC | 20955      | 20955 JAN16 B | JAN SHC-BPJR                    | 2,248.05 |
| VITAL CARE LLC                   | 20372      | 20372 0116 B  | JAN SHC-JR                      | 5,874.52 |
| WI DEPT OF HEALTH SERVICES       | 13206      | 13206 0116SRC | SERVS SAFE TRG-JE               | 93.00    |

Batch Total:      \$11,501.38      \*\*\*\*  
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# VOUCHER

STATE OF WISCONSIN

2015

Door County

Submitted By:  
rmark

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Approved by: Department Head:  
*Joseph H. ...*

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Approved by: Committee Chair /  
County Administrator

New Vendor (Please Assign New #)  
 One Time Vendor (Please Assign New #)

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

VENDOR NAME: Door County Dept of Human Services

VENDOR ADDRESS: c/o Dept Human Services

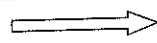
VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Added to Voucher Listing



This Area to be Completed by Finance Department



Voucher Listing Signed / Approved

Meeting Date \_\_\_\_\_

Hold For Approval / Documentation After Processing

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

| Fund | Dept | Sub Dept | Account Number | Detail | Description                                                                                | @ Cost/Ea | Total Amount | Invoice Date | Vendor Invoice Number |
|------|------|----------|----------------|--------|--------------------------------------------------------------------------------------------|-----------|--------------|--------------|-----------------------|
| 204  | 23   |          |                |        | SUBMITTED FOR PAYMENT, BATCH #258396 - 2015 SRC/ADRC vouchers to date. February processing |           | \$ 105.00    |              | various - as attached |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
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VOUCHER TOTAL

\$ 105.00

VOUCHER TOTAL

2/17/16

2015 BILLS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

A DEC/SEC. FEB. 2016, 2<sup>nd</sup> batch.

MEETING DATE

HS Resource Center  
DEPARTMENT

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

G/L DATE: 12/2015

Batch Nbr: 258396

| Vendor Name      | Vendor No. | Invoice #     | Invoice Description | Amount |
|------------------|------------|---------------|---------------------|--------|
| CARMEN SCHROEDER | 18153      | 18153 DEC2015 | DEC MENU REVIEW     | 105.00 |

Batch Total: \$105.00 \*\*\*  
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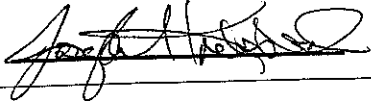
# VOUCHER

**STATE OF WISCONSIN          2016**

**Door County**

**Submitted By:**  
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**Approved by: Department Head:**  
  


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**Approved by: Committee Chair /  
County Administrator**  
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**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

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 |
|------|------|----------|----------------|--------|--------------------------------------------------------------------------------------------|-----------|--------------|--------------|-----------------------|
| 204  | 23   |          |                |        | SUBMITTED FOR PAYMENT, BATCH #258397 - 2016 SRC/ADRC vouchers to date. February processing |           | \$ 18,062.40 |              | various - as attached |
|      |      |          |                |        |                                                                                            |           |              |              |                       |
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| <b>VOUCHER TOTAL</b> → | \$ 18,062.40 | ← <b>VOUCHER TOTAL</b> |
|------------------------|--------------|------------------------|

ADRC/SRC, FEB. 2016, 2<sup>nd</sup> batch.

MEETING DATE

HS Resource Center  
DEPARTMENT

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

G/L DATE: 02/2016

Batch Nbr: 258397

| Vendor Name                     | Vendor No. | Invoice #     | Invoice Description                | Amount   |
|---------------------------------|------------|---------------|------------------------------------|----------|
| ADVANCED DISPOSAL SERVICES      | 18928      | 18928 JAN2016 | JAN DISPOSAL SVC-SRC               | 175.49   |
| BARBARA J SNOW                  | 15999      | 15999 JAN2016 | 11.20 JAN EMPLY MILEAGE REIMB      | 6.04     |
| BROTHERS DAIRY                  | 257        | 257 JAN2016   | JAN RAW FOOD                       | 540.00   |
| CAROL LENIUS                    | 21443      | 21443 JAN2016 | 337 JAN EMPLY MILEAGE REIMB        | 181.98   |
| CARMEN SCHROEDER                | 18153      | 18153 JAN2016 | JAN NUTRITIONAL SERVICES           | 120.00   |
| NELVIE CAULDWELL                | 4168       | 4168 JAN2016  | 22 JAN EMPLY MILEAGE REIMB         | 11.90    |
| CELLCOM WISCONSIN RSA 10        | 4818       | 4818 JAN2016  | ADRC/SRC CELL (2/06-03/06)         | 600.45   |
| HENKEL FLOORING SERVICE LLC     | 6241       | 2805 SRC      | JAN SNOW REMOVAL-CP                | 220.00   |
| JAMES D NEWMAN                  | 17792      | 17792 JAN2016 | 24.90 JAN MOW MILEAGE REIMB        | 13.44    |
| JAMIE STEPHAN                   | 17906      | 17906 FEB2016 | 227 FEB EMPLY MILEAGE REIMB        | 122.58   |
| KIM KRAMER                      | 12614      | 12614 JAN2016 | 153.20 JAN EMPLY MILEAGE REIMB     | 82.73    |
| LAU'S AUTO CARE CENTER          | 7754       | 22967 SRC     | O/C AND LUGNUTS SRC VAN            | 46.47    |
| MARGARET B HATALA               | 21056      | 21056 FEB2016 | FEB CAREGIVER SUPPORT GROUP        | 224.61   |
| MANNS STORE                     | 18770      | 18770 JAN2016 | JAN RAW FOOD                       | 623.36   |
| MEAT PROCESSORS INC             | 6544       | 6544 JAN2016  | 102025C/RAW FOOD                   | 81.80    |
| JUDITH ORTHOBER                 | 5668       | 5668 JAN2016  | 592 JAN MEALSITE MILEAGE REIMB     | 319.68   |
| ROBIN MARK                      | 20044      | 20044 JAN2016 | 65.20 JAN EMPLY MILEAGE REIMB      | 35.21    |
| REINHART FOOD SERVICE           | 26500      | 26500 JAN2016 | JAN RAW FOOD                       | 3,871.75 |
| SHERRY PESCH                    | 3394       | EB0330 SRC    | JAN FIN MGMT-CP                    | 151.00   |
| GOOD SAMARITAN, SCANDIA VILLAGE | 27395      | 27395 JAN2016 | JAN/FEB MEAL REIMB                 | 128.00   |
| SCHEDULESPUS LLC                | 20673      | 1104 SRC      | 2016 ANNUAL RENEWAL SCHEDULES PLUS | 720.00   |
| SPECIALIZED SERVICES LLC        | 7694       | 7694 JAN2016S | INV 1686 JAN FIN MGMT-CK           | 21.90    |

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| Vendor Name                     | Vendor No. | Invoice #     | Invoice Description           | Amount   |
|---------------------------------|------------|---------------|-------------------------------|----------|
| STAPLES ADVANTAGE               | 15069      | 15069 012016  | SRC/ADRC JAN OFFICE SUPPLIES  | 462.31   |
| STURGEON BAY UTILITIES          | 30820      | 30820 022016  | FEB UTILITIES-SRC             | 1,122.77 |
| SYSO                            | 9328       | 9328 JAN2016  | JAN RAW FOOD                  | 3,735.04 |
| TIP TOP CLEANERS                | 10942      | 10942 JAN2016 | JAN LAUNDRY/KITCHEN           | 98.00    |
| UNITED HOME HEALTH SERVICES,LLC | 20955      | 20955 FEB2016 | FEB SHC-MP                    | 1,468.31 |
| VITAL CARE LLC                  | 20372      | 20372 JAN2016 | JAN SHC-WT                    | 708.87   |
| WARNER-WEXEL WHOLESALE & POOL   | 36120      | 36120 JAN2016 | JAN NUTRITIONAL SUPPLIES      | 605.11   |
| TOWN OF WASHINGTON              | 33570      | 33570 JAN2016 | JAN MEALSITE 10 DAYS @\$8/DAY | 80.00    |
| WISCONSIN DOCUMENT IMAGING      | 5999       | 5999 JAN2016  | JAN B&W COPIES-SRC            | 1,169.22 |
| WISCONSIN PUBLIC SERVICE        | 11363      | 11363 JAN2016 | JAN UTILITIES-SRC             | 277.63   |
| WIL KIL PEST CONTROL            | 6359       | 6359 JAN2016  | JAN PEST CONTROL-SRC          | 36.75    |

Batch Total: \$18,062.40 \*\*\*  
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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:  
mark

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Approved by: Department Head:  
*(Signature)*

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Approved by: Committee Chair / County Administrator

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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 | Description                                                                             | @ Cost/Ea | Total Amount | Invoice Date | Vendor Invoice Number |
|------|------|----------|----------------|-----------------------------------------------------------------------------------------|-----------|--------------|--------------|-----------------------|
| 204  | 23   |          |                | SUBMITTED FOR PAYMENT, BATCH #258419 - 2016 SRC/ADRC vouchers to date. March processing |           | \$ 56,007.24 |              | various - as attached |
|      |      |          |                |                                                                                         |           |              |              |                       |
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|---------------|----|--------------|---------------|
| VOUCHER TOTAL | 36 | \$ 56,007.24 | VOUCHER TOTAL |
|---------------|----|--------------|---------------|

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

ADRC/SRC, MAR. 2016, 1<sup>st</sup> batch.

MEETING DATE

IS Resource Center  
DEPARTMENT

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

B/L DATE: 03/2016

Batch Nbr: 258419

| Vendor Name                    | Vendor No. | Invoice #     | Invoice Description                | Amount    |
|--------------------------------|------------|---------------|------------------------------------|-----------|
| AMY L KONOP                    | 18248      | 18248 FEB2016 | 19 FEB MOW MILEAGE REIMB           | 10.26     |
| ABBY VANS INC                  | 16735      | 18565 SRC     | JAN D2D TAXI                       | 48,646.70 |
| ADVOCATES-INDEPENDENT LIVINGII | 13325      | 13325 JAN2016 | JAN SHC                            | 826.65    |
| CAROL LENIUS                   | 21443      | 21443 FEB2016 | 196 FEB EMPLY MILEAGE REIMB        | 105.84    |
| CHRISTINE WISNIEWSKI           | 19268      | 19268 FEB2016 | 48 FEB MOW MILEAGE REIMB           | 25.92     |
| COURTIE DEMAREST               | 1325       | 1325 FEB2016  | 13 FEB MOW MILEAGE REIMB           | 7.02      |
| DOOR-TRAN                      | 16496      | 200 SRC       | JAN STAFF HOURS                    | 1,216.34  |
| ECONO FOODS                    | 9674       | 9674 FEB2016  | FEB RAW FOOD                       | 1,090.96  |
| GEORGE J KLEIST                | 17474      | 17474 FEB2016 | 24 FEB MOW MILEAGE REIMB           | 12.96     |
| GREGORY W VIRLEE               | 19080      | 19080 FEB2016 | 12 FEB MOW MILEAGE REIMB           | 6.48      |
| GARY HANSON                    | 13074      | 13074 FEB2016 | 55 FEB EMPLY MILEAGE REIMB         | 29.70     |
| JOSEPH E HEILMAN               | 5354       | 5354 FEB2016  | 48 FEB MOW MILEAGE REIMB           | 25.92     |
| JAMES D NEWMAN                 | 17792      | 17792 FEB2016 | 25.20 FEB MOW MILEAGE REIMB        | 13.61     |
| JOHN M O'GARA                  | 18116      | 18116 FEB2016 | 19.30 FEB MOW MILEAGE REIMB        | 10.42     |
| JAMIE STEPHAN                  | 17906      | 17906 FEB16C  | 69 FEB MEALSITE MILEAGE REIMB-LG   | 37.26     |
| NANCY KURSCHNER                | 7092       | 7092 FEB2016  | 62 FEB MOW MILEAGE REIMB           | 33.48     |
| LIFELINE DEPARTMENT \ DCMH     | 18103      | 18103 FEB2016 | FEB LIFELINE                       | 105.00    |
| MARGARET B HATALA              | 21056      | 21056 022016A | FEB CGSG                           | 138.19    |
| ROBIN MARK                     | 20044      | 20044 FEB2016 | 58.90 FEB EMPLY MILEAGE REIMB      | 31.81     |
| STACEY VOLKMANN                | 14091      | 14091 JAN2016 | 604 JAN MEALSITE/MOW MILEAGE REIMB | 326.16    |
| SETON                          | 21508      | 9330264765SRC | SDS LABELS-SRC                     | 63.45     |
| STAPLES ADVANTAGE              | 15069      | 15069 JAN2016 | JAN SUPPLIES ADRC/SRC              | 79.74     |

38

| Vendor Name                      | Vendor No. | Invoice #     | Invoice Description        | Amount   |
|----------------------------------|------------|---------------|----------------------------|----------|
| UNITED HOME HEALTH SERVICES, LLC | 20955      | 20955 FEB16 A | FEB SHC                    | 1,971.14 |
| VITAL CARE LLC                   | 20372      | 20372 FEB16B  | FEB SHC-WT                 | 277.06   |
| WISCONSIN DOCUMENT IMAGING       | 5999       | 86743A SRC    | FEB BLACK COPY BILLING-SRC | 915.17   |

Batch Total: \$56,007.24 \*\*\*\*  
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**VOUCHER**

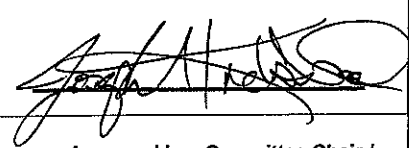
STATE OF WISCONSIN

2015

Door County

Submitted By: \_\_\_\_\_  
 rmark

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

↓ This Area to be Completed by Finance Department ↓

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

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

| Fund          | Dept | Sub<br>Dept | Account<br>Number | Description                                                                                   | @<br>Cost/Ea | Total<br>Amount | Invoice<br>Date | Vendor<br>Invoice Number |  |
|---------------|------|-------------|-------------------|-----------------------------------------------------------------------------------------------|--------------|-----------------|-----------------|--------------------------|--|
| 204           | 23   |             |                   | SUBMITTED FOR PAYMENT, BATCH<br>#258427 - 2015 SRC/ADRC vouchers to<br>date. March processing |              | \$ 5,850.00     |                 | various - as attached    |  |
|               |      |             |                   |                                                                                               |              |                 |                 |                          |  |
|               |      |             |                   |                                                                                               |              |                 |                 |                          |  |
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|               |      |             |                   |                                                                                               |              |                 |                 |                          |  |
| VOUCHER TOTAL |      |             |                   |                                                                                               |              |                 | \$ 5,850.00     | VOUCHER TOTAL            |  |

2015 BILL

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

ADRC/SEC, 1<sup>st</sup> batch, MAR. 2016

MEETING DATE

HS Resource Center  
DEPARTMENT

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

E/L DATE: 03/2016      Batch Nbr: 258427

| Vendor Name                  | Vendor No. | Invoice #    | Invoice Description     | Amount   |
|------------------------------|------------|--------------|-------------------------|----------|
| PREMPEALEAU CNTY HEALTH CARE | 17638      | 17638 SB APS | OCT/NOV NURS HM STAY-SB | 5,850.00 |

Batch Total:            \$5,850.00    \*\*\*\*  
=====




**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](mailto:dhs@co.door.wi.us)

March 1, 2016

Human Services Board  
 Chairman: Mark Moeller  
 421 Nebraska St.  
 Sturgeon Bay, WI 54235

RE: Completion on Introductory Period

Employee Name: Jamie Lewis

Position: Behavioral Health Case Manager

Start Date: October 1, 2015

Ms. Lewis has done an excellent job in her role as Behavioral Health Case Manager during her first six months. Her responsibilities include serving as the primary crisis worker during business hours; following up on all crisis calls, including representing the Department in court and providing case management services to facilitate discharge planning for hospitalized individuals; and screening of all calls to our behavioral health outpatient clinic to determine service needs.

Ms. Lewis works independently and has been instrumental in developing new screening tools and processes. She is a great team player, and is always willing to pitch in and assist her co-workers. She has been a wonderful addition to the Behavioral Health team. She will complete her introductory period and successfully move to regular status as of April 1, 2016.

Sincerely,

Cori McFarlane  
 Deputy Director  
 Department of Human Services

CC: Administrative Committee  
 Human Resources Department

March 2, 2016

Human Services Board  
Chairman: Mark Moeller  
421 Nebraska St.  
Sturgeon Bay, WI 54235

RE: Completion of Introductory Period

Employee Name: Jessica Ingersoll  
Position: Economic Support Specialist  
Start Date: August 31, 2015

Jessica has been an exceptional employee in her first six months of employment as an Economic Support Specialist. Requirements in the initial period for this position consist of satisfactory completion of state mandated training within the first six months, while learning to apply polices for multiple public assistance programs used to determine eligibility with accuracy and timeliness. Workers are expected to handle the daily workload while increasingly learning to manage a caseload of up to 550 cases.

Jessica has continually demonstrated the ability to learn the programs and apply the policies with accuracy and timeliness. It should be noted that the trainer from Brown County conveyed that Jessica had a remarkable ability to quickly adsorb difficult material while in trainings held there. She has a keen ability to apply reason in her decisions that is beyond what most introductory workers are able to demonstrate.

Jessica works independently and has a full case load. She is a great team player and often assists her co-workers. She has been an incredible addition to the Economic Support team and to Door County Human Services. She completed her introductory period and successfully moves to regular status as of March 1, 2016.

Sincerely,

Carol Wautlet  
Economic Support Manager  
Department of Human Services

CC: Administrative Committee  
Human Resources Department

Judy Orthober

529 S. 18<sup>th</sup>. Ave

Sturgeon Bay, WI. 54239

920-743-6318

March 3, 2016

Door County Senior Resource Center

Meal Site Manager-Baileys Harbor, Forestville

832 N. 14<sup>th</sup>. Avenue

Sturgeon Bay, WI. 54235

RE. Intent to retire.

Dear Jake Erickson:

I would like to inform you that I am retiring from my meal-site manager position with the Door County Senior Resource Center, effective June 10, 2016.

Thank you for everything you have provided me over the years. I have enjoyed working for Door County and appreciate the support shown to me during my tenure with the County.

While I look forward to enjoying my retirement, I will miss working for the Senior Resource Center. If I can be of any assistance during this transition, please let me know.

Sincerely,

Judy Orthober

A handwritten signature in cursive script that reads "Judy Orthober".

DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – **STAFFING**

3-1-2016

