

**Tuesday,  
February 13, 2018  
8:30 a.m.**

**HUMAN SERVICES BOARD**

*Door County Government Center  
Chambers Room, 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-Establishing Quorum
3. **Adopt** Agenda
4. **Approve** Minutes – January 9, 2018 Human Services Board Meeting
5. Correspondence
6. Public Comment
7. Cindy Zellner-Ehlers Retirement Acknowledgement
8. Program Reports
  - a. Written Collective Unit Report
9. Continuing / Pending Business
  - a. Resource Center Building Update
  - b. Staff Recruitment Updates
  - c. Vouchers
10. Topics To Be Referred to the Legislative Committee
11. New Business
  - a. State Juvenile Correction Updates
  - b. Dementia Care Specialist State Funding Application
  - c. "Written Off" – Preview & Discussion
  - d. Transportation Update
  - e. Poverty Study – Northern Door
  - f. Human Services – Gifts, Grants & Donations
12. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
13. Set Next Meeting Date – Tuesday, March 13, 2018, 8:30am
14. Meeting Per Diem Code
15. **Adjourn** Meeting

*Deviation from the order shown may occur*

## DOOR COUNTY HUMAN SERVICES BOARD MINUTES

Tuesday, January 9, 2018

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 9, 2018 meeting of the Door County Human Services Board to order at 8:30am in the Government Center's Peninsula Room.

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

Present: Chair Mark Moeller, Helen Bacon, Roy Englebert, Wayne Kudick, Joe Miller and Robert Rau

Excused: Tom Leist, Megan Lundahl and Laura Vlies Wotachek

Staff Present: Joseph Krebsbach-Director; Cori McFarlane-Deputy Director; Ken Pabich-County Administrator; JoAnn Bauman-Department Accountant/Finance and Shawn Barlament-Office Manager/Recording Secretary.

Others Present: None

Board members present established a quorum.

**3. Adopt Agenda-**

A motion was made by Roy Englebert and seconded by Robert Rau to adopt the agenda. All were in favor.

**4. Approve Minutes-**

Joe Miller motioned to approve the December 12, 2017 Human Services Board meeting minutes. This was seconded by Robert Rau. All approved.

**5. Correspondence-**

None

**6. Public Comment-**

None

**7. Program Reports-**

**a. Written Collective Unit Report**

Wayne Kudick asked about the higher number of court related child protection cases. Typically the department works with families voluntarily but to ensure a child's well-being and safety in complex situations, court intervention is recommended/requested.

**b. 2017 - 4th Quarter Statistical Report**

No questions asked of either report.

**8. Continuing / Pending Business-**

**a. Resource Center Building Updates**

- January 18<sup>th</sup> 4-6pm – Open house for the entire building before operations begin.

- January 19<sup>th</sup> Late in the day, ADRC phones and our receptionist will move to new building.
- January 22<sup>nd</sup>-26<sup>th</sup> - ADRC will be closed. On the morning of the 22<sup>nd</sup>, all department staff available will assist with moving files.
- January 29<sup>th</sup> – The ADRC will be open for business. The 1<sup>st</sup> meal will be served. Volunteers will be providing regularly scheduled tours for several weeks for community members/groups to become familiar with the expansion of program areas.
- 1<sup>st</sup> week in March, the previous building will be removed for expansion of the parking area.
- A community use policy will be written as many non-profits have asked about availability.

**b. Staff Recruitment Updates**

- Cathy Keller began on January 3<sup>rd</sup> as our full time Activities Assistant.
- There are 10 vacancies currently. Several of these positions are new for 2018.
- A successful interview was conducted with a Behavioral Health Manager applicant.
- Next week, interviews will be conducted for the Behavioral Health Therapist.
- The position of Children & Families Aide drew 36 applicants.
- The department will postpone hiring a CCS Case Manager and the Accounts Receivable Financial Administrative Assistant until their respective managers have been hired.

**c. Vouchers**

No questions were asked.

**9. Topics To Be Referred to the Legislative Committee-**

None at this time.

**10. New Business-**

**a. Proposed Organizational Changes**

Joe Krebsbach reviewed the current and proposed organizational charts (attached to these minutes) for the Children & Family Support Services and the Behavioral Health Program. The proposal is to separate management of the Children's Long Term Services (CLTS), Birth to Three (B-3), and Children's Community Options Program (C-COP) from Comprehensive Community Services (CCS). A CCS management position would then be created to cover both children and adult services which is 100% funded by the program.

In our Behavioral Health (BH) Unit it has been very difficult to hire a dually certified manager in both BH and AODA. Transitioning an AODA Counselor position to a Coordinator position would allow for this position to counsel and provide clinical supervision. This would also improve our ability to collect for AODA services. The Behavioral Health Manager would cover the AODA administration.

**b. Request to Refill Business Manager Position**

Robert Rau motioned to refill this position and Joe Miller provided the second. All were in favor.

**c. Retirement Letter – Cindy Zellner-Ehlers**

FYI

**d. Request to Refill Children's Services Manager Position**

Roy Englebert motioned to refill this position. Helen Bacon seconded the motion. All were in favor.

**e. Request to Create & Fill Comprehensive Community Services (CCS) Manager Position**

Wayne Kudick motioned to create and fill this position with Joe Miller providing the second. The vote was unanimous.

**f. Request to Transition AODA Counselor Position to AODA Coordinator Position**

Robert Rau motioned to transition this position from counselor to coordinator. Helen Bacon provided the second. All were in favor.

**g. Discuss Crisis Services Proposal**

In 2017 the department had no one interested in our RFP to contract for crisis services. Our “mobilizing out” for crisis decreased in 2017 due to the triage efforts by our contractor, Family Services, who answers our crisis number. The department is proposing to contract with a qualified individual for 2 weekends per month plus specific days each week for crisis coverage. This would increase our ability to attract BH applicants to our department’s vacancies and provide relief to our current staff.

**h. In-House Support Services Options**

In 2017 the department was unable to use all of our funding for Adults at Risk because there were not enough providers to assist clients with some level of support within their homes. Limited Term Employees (LTEs) may be an option for 2018.

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

Board members requested these items to be placed on a future agenda:

- Poverty Study
- Lincoln Hills
- Heroin

Please notify the Chair of this Committee or the Director of the Human Services Department if there are any additional requests.

**12. Next Meeting Date-**

Tuesday, February 13, 2018 beginning at 8:30am in the Chambers Room of the Government Center, 421 Nebraska Street, Sturgeon Bay.

**13. Meeting Per Diem Code-**

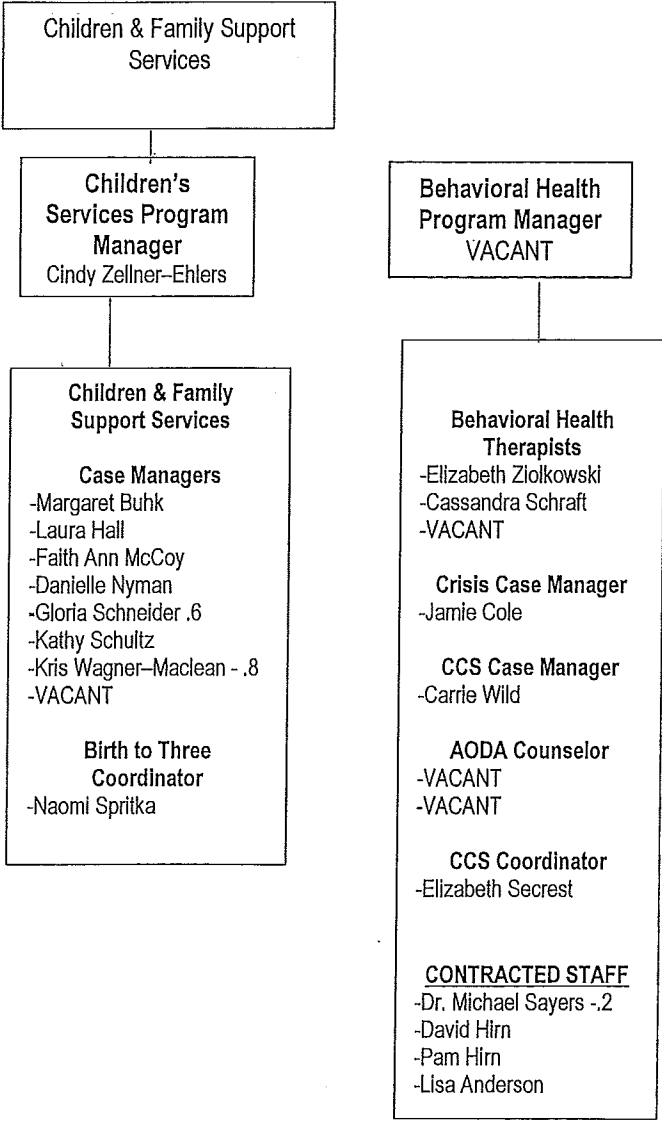
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**14. Adjourn the Meeting:**

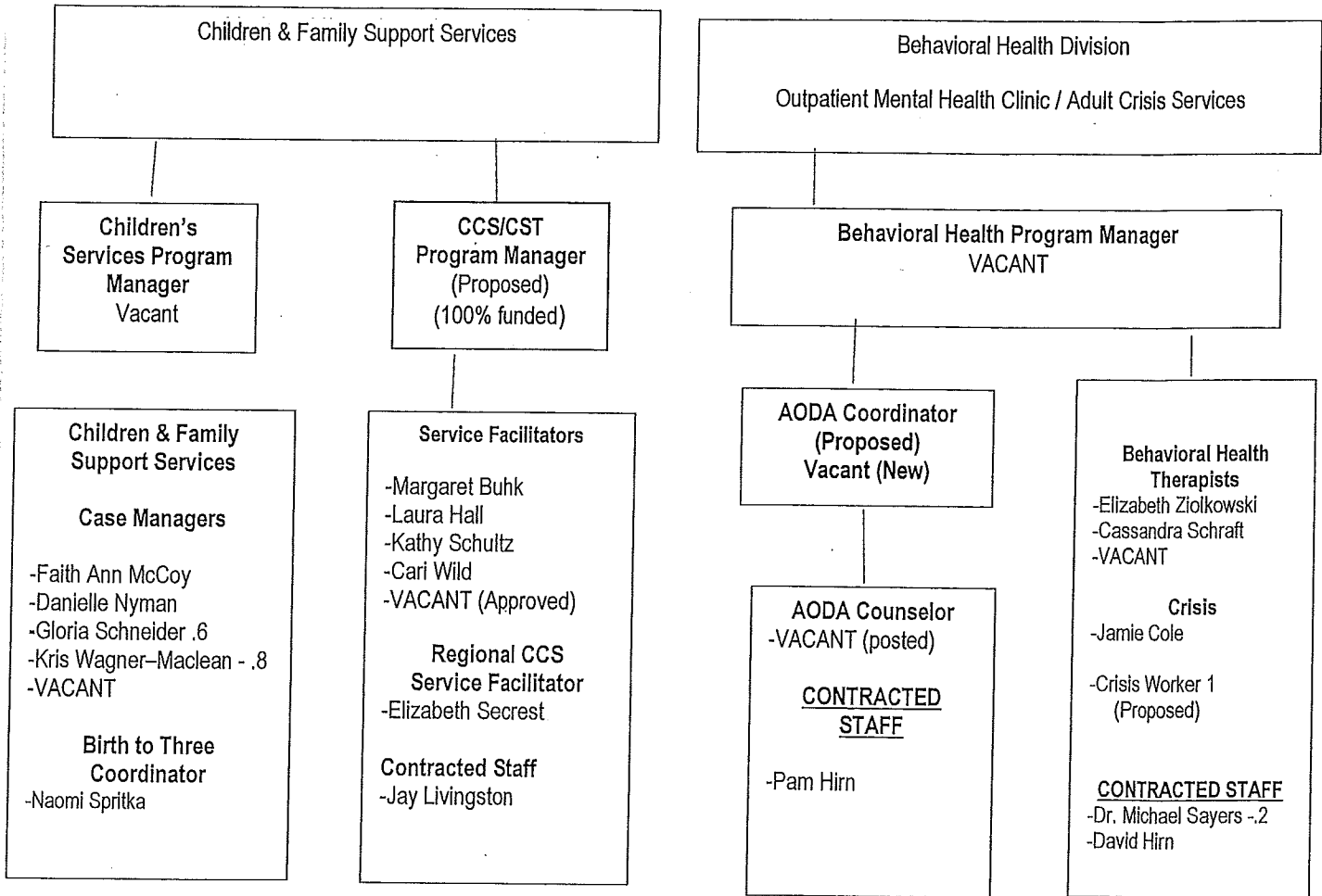
Robert Rau motioned and Roy Englebert provided the second to adjourn the meeting. The motion carried. The meeting adjourned at 9:31am.

Respectfully submitted,  
Shawn M. Barlament, Recording Secretary

**Current**



**Proposed**



Position	2018 Budgeted Amount	Position Title Change	New Request	Difference	
Business Manager	\$ 93,653.00		\$ 99,373.00	\$ 5,720.00	
Long Term Care Manager	\$ 91,447.00		\$ 102,239.00	\$ 10,792.00	
	\$ -	CCS Manager	\$ 107,408.00	\$ 107,408.00	This positon will be included in for CCS Administartive rate and 100% funded
AODA Counselor	\$ 86,753.00	AODA Coordinator	\$ 102,239.00	\$ 15,486.00	
			<b>TOTAL</b>	<b>\$ 139,406.00</b>	
			fully funded	\$ 107,408.00	
			<b>TOTAL</b>	<b>\$ 31,998.00</b>	Additional cost
CCS Case Worker	\$ 86,753.00		\$ 43,376.50	\$ (43,376.50)	This positon will not be filled until June
Admin II A/R Clerk	\$ 69,474.00	LTE for 2018	\$ 20,000.00	\$ (49,474.00)	This position will be reevaluated and not filled until at least June
			Save	\$ (92,850.50)	



## DOOR COUNTY DEPARTMENT OF HUMAN SERVICES

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Sturgeon Bay WI 54235  
Main Line: 920-746-7155

Joseph Krebsbach, Director  
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# Human Services Board Written Agency Updates – February 2018

## I. Program Changes and Highlights

- A. The Economic Support** team continues to monitor the status of Governor Walker’s proposed package of ten “welfare reform” bills. On Feb. 6, committees in both the Assembly and Senate voted along party lines to advance all of the proposals. Our best guess is that most would likely be implemented Oct. 2018 unless otherwise noted. Changes include:
- A measure to allow low-income workers to collect Earned Income Tax Credit money on a monthly rather than a yearly basis (requires approval from the federal IRS to implement)
  - Requirement that parents of children ages 6-18 receiving FoodShare meet work requirements or lose benefits after three months (effective October 2019)
  - An increase in the work or training requirement for all FoodShare participants from 20 hours a week to 30 hours
  - Pay-for-performance standards in the contracts with FSET and W-2 providers
  - Asset limits on FoodShare and W-2 programs to exclude people with homes valued at more than \$321,200 and personal vehicles worth more than \$20,000.
  - Creating a \$20 million fund to pay private contractors doing welfare, corrections and training contracts (could be used to pay vendors for achieving big cost savings or improvements in performance)
  - Health savings accounts for Medicaid recipients
  - Requiring recipients' photos on FoodShare cards (fraud-cutting measure)
  - Work requirements and drug testing for public housing programs
- B. In the Energy Assistance** program, 680 households have applied so far this year. This compares to a total of 990 last year. The team is doing targeted mailings to households who have not applied yet this year or have never applied. Generally, if they qualify for other programs (FoodShare or Medicaid), they will qualify for WHEAP. It is unclear why so many households are not applying this year. We are doing all we can to get the word out. In addition to the mailings, staff have done radio spots, outreach at the ADRC, and set up booths at community events to share information. Our goal is to increase applications this year and ensure that all those who need home energy assistance and qualify get the help they need.
- C. The Child Protection/Juvenile Justice** team is looking forward to the addition of a child and family aid to assist in completing teamwork responsibilities. Interviews took place February 6th and 7th and hopefully we can have someone hired by the end of March. Thank you for your support! Juvenile programming documentation will now get more attention by the State as they implement data input options in the statewide automated child welfare information system (WiSACWIS). WiSACWIS was originally developed as a case management system for child protection and had minimal benefits for documenting juvenile matters. We currently enter some juvenile information in the system including case notes and court reports. The upgrade to the system will allow more



detailed point of entry information and ongoing documentation, which will also allow us to retrieve data reports specific to juvenile cases.

- C. The **Birth to Three Early** Intervention Program saw increased referrals in January with our local pediatricians continuing to be a major partner in referring children to our program along with neonatal intensive care units. We maintain a memorandum of understanding (MOU) with both entities that promotes a shared vision and commitment to working together. Preparation is under way to have our B-3 State review this spring. This includes a self-assessment component which we've undergone many times. We remain confident this will be an overall positive review. Every two years we meet with the special education directors from all five school districts, Head Start, and our State B-3 regional coordinator to review our transition practices and update partners on new practices and suggested practice changes, ending the meeting with updates to our joint MOU where we commit to a consistent transition practice. Reminder: once a child is nearing the age of 3, that child is transitioned to the school district for early childhood services, if the parents agree.
  
- D. In our other **Children's Support Service** (Children's Community Options Program, Coordinated Services Team, Community Coordinated Services, Children's Long Term Support Services), end of the year state plans were completed on all programs and submitted timely to the state for final approval. Our fiscal reports will be sent by March 2018 at time of reconciliation. We saw increased referrals in all programs in 2017, particularly in the area of children's mental health. We found the most frequently requested services through most of our programs were respite care and mentor services to help children in learning how to access community resources. We are looking at summer programming and researching what children will have as options once summer arrives and they need something to do. We are continuing our efforts to put together a robust, comprehensive monthly training curriculum for service providers, community stakeholders, and other interested individuals. The focus of the training series is "the brain". We continue work on the new practices and timelines implemented by the state regarding enrollment practices, case management response time, waiting list elimination planning, etc. There have been lots of changes in a very short period of time. The biggest change, of course, is that the team is preparing for the loss of long-time manager, Cindy Zellner-Ehlers, who will be retiring as of February 23. Cindy is working hard to get things in good order for her successors. She is diligently documenting best practices, policy and practice updates, cataloging of the various program reports, timeframes, date savers, etc. It's important to have records of many of the details of these programs and practices to ensure as smooth of a transition as possible. These are mighty big shoes to fill!
  
- E. The **Adult Protectives Services** have undergone significant changes in the past year. The staff have survived multiple supervisors and are now receiving clinical supervision from the Community Services Manager on a weekly basis. The unit also reconfigured how the work is completed. Kim Kramer and Carol Lenius are the identified APS staff taking Elder Abuse and Adult at Risk reports and completing investigations; every contact is then entered into the State WITS Statistical Summary Report. In 2017 the WITS Statistical Summary Report for Adult-at-Risk age 18-59 totaled 45; The Elder Adults-at-Risk for individuals age 60 + equaled 248 reports.

If an Emergency Protective Placement is filed by police, fire, EMT or DCDHS crisis on-call staff, the APS staff follow-up on the next working day to begin the court process of requesting a court competency evaluation along with a complete social history on the client, listing all of their medical and behavioral health issues. The case is then scheduled for a Preliminary Guardianship/Protective Placement hearing, followed by a Permanent Guardianship/Protective Placement hearing 30 days from the date the initial paperwork is filed with the court.

The APS unit also includes a third staff member, Taylor Jandrin, who serves as a Long Term Care/Outreach Case Manager. This was the “missing link” in our former structure, and it is proving to be a very effective resource. Taylor Jandrin is able to provide case management to APS cases after the initial investigation until more permanent in-home support services can be put into place. She is also able to do outreach to individuals identified as at risk in the community, or even the jail, in an effort to establish rapport and connect them to needed resources and services.

- F.** The **Behavioral Health** clinic team is so pleased to have Dr. Shopbell on staff. He is fitting in nicely with the team and with our patients, and his two-day-a-week schedule is filling up quickly. The team is also very excited with the news of an accepted offer for the Behavioral Health Manager. Donna Altepeter is scheduled to start on March 12. In addition, Sue Exworthy has accepted an offer for one of our therapist positions and will also be joining the team on March 12. We continue to work to fill the AODA vacancies. In the meantime, the contracted arrangement with Dynamic Family Solutions is working well, but we are beginning to have a short wait list for AODA services. We will be sad to see Pam Hirn (contracted AODA Therapist) leave at the end of February, as she will be retiring (again). Having Pam back as a member of the team has been wonderful, giving us all a sense of stability and calm in the midst of ongoing transition in this program area. She will be missed, but we are so very grateful for the time she’s given us, and we wish her all the best!
- G.** The **ADRC** has finally moved into our new facility at 916 N. 14th Avenue! We are so proud of this beautiful new space and so grateful for all of the hard work and commitment on the part of everyone who helped to make this dream a reality. We held a very successful open house event with over 2,000 community members stopping by to take a look at the new building. The new facility creates an even greater opportunity for the ADRC to fulfill our mission to our Door County residents, as a resource hub for older adults, adults living with an intellectual or physical disability and their families, and as a destination for residents to stay engaged and active in their own community. We are particularly excited about new partnerships our new space is allowing us to forge with Learning in Retirement and other outside groups in our efforts to build a more robust presence in our community. Tours of the Community Center are still being offered February 12 – March 1, Tuesdays and Thursdays at 11:15 am. We continue to work with TWEAK Marketing on branding materials for the new center. We rolled out a new Facebook page (ADRC of Door County – Door County Community Center), which we will use to share news about upcoming events and activities, important announcements, new programs and services, our weekly meal menu, and more.

## **II. Noteworthy Events**

- A.** Come and visit the ADRC sometime in February for one or all of the following scheduled events:
- Feb. 5 at 12:45 – How to Cope with Grief and Loss with Asera Care
  - Feb. 6 at 11:00 – Music with Ken
  - Feb. 6 at 12:45 – Art for Health with Ministry
  - Feb. 13 at 12:00 – Aging Gracefully with Dr. Luke Staudenmaier
  - Feb. 13 at 12:45 – Presentation by Marggie Hatala, Elder Care and End of Life Doula
  - Feb. 14 at 11:45 – Celebrate Valentine’s Day with the Boogiemani!
  - Feb. 14 & 28, 1:30-2:30 – Ask the Athletic Trainer
  - Feb. 20 at 12:00 – New Medicare Cards with Mary Bink
  - Feb. 21 at 12:00 – DC Fire Chief Presents Safe at Home
  - Feb. 22 at 12:00 – Music with George
  - Feb. 27 at 12:45 – Public Health Nurse Presents Oral Health

- B.** Gather with us as we celebrate Cindy Zellner-Ehler's career accomplishments and wish her well in retirement, Friday, Feb. 23 4:30-6:30 at Stone Harbor. RSVP to Shannon at 746-7155.

### **III. High-Cost Placements & Other Fiscal Updates**

- A.** Foster care and kinship care rates have increased for 2018 between \$6 to \$12 dollars per month. There is also another increase scheduled for 2019, with rates increasing again by \$6 to \$13 dollars per month. This will increase out of home placement costs for the department. Our goal for children placed outside their family home is to ensure safety and work with the families to address concerns so their children can be reunified back home as soon as possible.

### **IV. Agency & Community Collaboration**

- A.** We continue work on school mental health services with our community partners. At January meetings we developed timelines to ensure we are ready for implementation in the fall of 2018 and worked on MOU's, referral forms, and other administrative steps. Cindy Zellner-Ehlers and Adam Baier from Sevastopol Schools presented on Children's Mental Health Issues at a meeting of the Northern Door Rotary Club on February 7.
- B.** Several Human Services staff joined a meeting of "Project Fresh Start," an initiative of the Door County Jail aimed at assisting inmates connect with community resources including mental health services and entitlement benefits within 30 days of their mandatory release dates. It is hoped that this will result in fewer repeat incarcerations and a smoother re-integration back into the community.

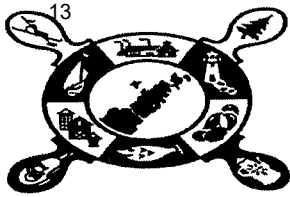
### **V. Training & Professional Development**

- A.** On January 31, the Director and Deputy Director conducted two sessions of HIPAA and Confidentiality Training for all agency staff – one session at the Government Center and one at the Community Center.

### **VI. Sharing our Successes**

- A.** Our Comprehensive Community Services program is making a difference in the lives of youth! One of our CCS case managers shared this report after attending an IEP meeting at school for one of her clients: "(Client) has made such progress over the past year, multiple team members in attendance were taken aback in a wonderful way!...IEP report was excellent progress seen this year during school hours. Strengths included: (1) Very impressive behavior this year, (2) Socially more appropriately active with peers, (3) Telling others it's ok - then telling them they can make better choices, (4) Described as one of the leaders in her class." This is a student who, last year at this time, had such significant acting out behaviors in school, she was placed on a half-day schedule in a strictly special education setting where they could significantly control her environment. Because of her uncontrollable behaviors, she was frequently viewed as a danger to herself and others. Through CCS, she has learned to use new coping skills when the stimuli from lights or noise start to escalate her. Today, she initiates these tools with little prompting. She is engaged in her education and able to enjoy family outings in the community.
- B.** A client sent a card to the Energy Assistance worker to say how thankful she was for the assistance she received. She had not received assistance in the past.
- C.** The Bay Lake Income Maintenance Consortium received recognition and a plaque for achieving 99.26% of Timeliness on Food Share cases in 2016! This is truly remarkable!
- D.** Our January All Agency meeting was spent helping the ADRC staff move to their new home, but we still made time to present the Shining Star award to a team member who is highly deserving of this

accolade – Kris Wagner-Maclean, Children’s Case Manager. In presenting the award, her colleague Beth Chisholm stated it so well: “(Kris is) a person who exudes what I believe this award was intended to celebrate - Commitment, integrity and going above and beyond just because that’s who she is and she doesn’t know it any other way. Whether it’s sharing a laugh in the hallway, wearing a unique piece of jewelry every day, putting out Kleenex, hand sanitizer and cough drops on her window sill to share with co-workers during the flu season or offering a word of encouragement, Kris goes the extra mile every day just by being who she is. She has a strength of character, quiet wisdom, and diligence in working to affect a better quality of life for the children and families she works with. And she does this all with a humble spirit. She brightens our days, even when she herself is going through some tough times, has an infectious smile and is such an asset to this department and the work we do in our community. This and more makes her so deserving to be this month’s Shining Star.”



**DOOR COUNTY DEPARTMENT OF HUMAN SERVICES**

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 Sturgeon Bay WI 54235  
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Joseph Krebsbach, Director  
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 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:** Ashley LaLuzerne  
**Date:** 02.13.2018  
**Re:** Request for Expenditure Approval

Expenditures since the last committee meeting held 01.09.2018

\$	1,443.82	Wal-Mart Credit Card December 2017-January 2018
\$	2,909.86	Elan Credit Card November-December 2017
\$	1,328.34	Elan Credit Card December 2017-January 2018
\$	32,169.39	Dec 2017 Foster / Kinship Care Payments #259744/#259811
<b>\$</b>	<b>37,851.41</b>	

Departmental journal entries not included on the attached voucher list:

\$	127.70	IS Charges December 2017
\$	236.93	Maintenance Dept. December 2017 gas usage - Fleet
\$	0.66	Lamination Fees
\$	20.87	Maintenance Dept. - office supplies
<b>\$</b>	<b>386.16</b>	

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

\$	42,339.86	Monthly Vouchers - 2017 Batch Totals (Dec) #259725
\$	103,020.82	Monthly Vouchers -2017 Batch Totals (Dec) 259755
\$	2,594.29	Monthly Vouchers -2017 Batch Totals (Dec) 259810
\$	2,748.03	Monthly Vouchers - Batch 1 Totals (Jan) #259734
\$	10,431.10	Monthly Vouchers - Batch 2 Totals (Jan) #259758
\$	9,129.43	Monthly Vouchers - Batch 3 Totals (Jan) #259807
\$	37,851.41	Expenditures since the last committee meeting held 12.12.2017
\$	386.16	Amounts paid to other County Departments as per above
<b>\$</b>	<b>208,501.10</b>	

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

\$	62,211.94	Monthly Vouchers -2017 Batch (Dec) #259740
\$	59,625.53	Monthly Vouchers -2017 Batch (Dec) #259781
\$	308.88	Monthly Vouchers -2017 Batch (Dec) #259809
\$	1,310.20	Monthly Vouchers - Batch 1 (Jan) #259780
\$	270.47	Walmart Card December 2017-January 2018
\$	369.34	Elan Credit Card November-December 2017
\$	1,267.56	Elan Credit Card December 2017-January 2018
<b>\$</b>	<b>125,363.92</b>	

<b>\$</b>	<b>333,865.02</b>	<b>Total Expenditures and Vouchers</b>
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COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

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

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 31, 2018

G/L DATE: 01/2018 Batch Nbr: 259744

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	21818	01813 010418	EWISACWIS 01/04/2018 0008063756	757.40
[REDACTED]	22587	01813 010418	EWISACWIS 01/04/2018 0008079240	276.67
COMMUNITY CARE RESOURCES, INC	401	01813 010418	EWISACWIS 01/04/2018 0000022566	280.08
[REDACTED]	19526	01813 010418	EWISACWIS 01/04/2018 0008024832	1,710.58
[REDACTED]	8116	01813 010418	EWISACWIS 01/04/2018 0008017407	464.00
[REDACTED]	9479	01813 010418	EWISACWIS 01/04/2018 0008000379	1,609.00
[REDACTED]	13963	01813 010418	EWISACWIS 01/04/2018 0006910123	232.00
[REDACTED]	21744	01813 010418	EWISACWIS 01/04/2018 0008063868	720.00
[REDACTED]	22551	01813 010418	EWISACWIS 01/04/2018 0008079241	232.00
[REDACTED]	22586	01813 010418	EWISACWIS 01/04/2018 0008079815	193.11
[REDACTED]	13223	01813 010418	EWISACWIS 01/04/2018 0008034652	232.00
[REDACTED]	9215	01813 010418	EWISACWIS 01/04/2018 0008026706	457.55
[REDACTED]	21729	01813 010418	EWISACWIS 01/04/2018 0008064158	384.00
[REDACTED]	22478	01813 010418	EWISACWIS 01/04/2018 0008080114	232.00
[REDACTED]	22022	01813 010418	EWISACWIS 01/04/2018 0008067102	232.00
[REDACTED]	21012	01813 010418	EWISACWIS 01/04/2018 0008042054	1,598.00
[REDACTED]	20836	01813 010418	EWISACWIS 01/04/2018 0008057128	232.00
[REDACTED]	22502	01813 010418	EWISACWIS 01/04/2018 0008080393	1,110.00
[REDACTED]	17937	01813 010418	EWISACWIS 01/04/2018 0008040115	464.00
OCONOMOWOC DEV TRAINING CENTER	6476	01813 010418	EWISACWIS 01/04/2018 0008019479	11,287.41
[REDACTED]	22563	01813 010418	EWISACWIS 01/04/2018 0008038636	253.42

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	22153	01813 010418	EWISACWIS 01/04/2018 0008067949	464.00
[REDACTED]	16915	01813 010418	EWISACWIS 01/04/2018 0008042309	1,798.00
[REDACTED]	22316	01813 010418	EWISACWIS 01/04/2018 0008079501	232.00
[REDACTED]	242	01813 010418	EWISACWIS 01/04/2018 0008015044	288.63
[REDACTED]	16527	01813 010418	EWISACWIS 01/04/2018 0008028553	324.38

Batch Total: \$26,064.23 \*\*\*\*  
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\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

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: 01/2018      Batch Nbr: 259811

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
ADVOCATES FOR HEALTHY	17929	01814 012218	EWISACWIS 01/22/2018 0008038182	3,802.48
MARINETTE COUNTY TREASURER	22847	01814 012218	EWISACWIS 01/22/2018 0008020717	1,720.68
	242	01814 012218	EWISACWIS 01/22/2018 0008015044	582.00

Batch Total:      \$6,105.16      \*\*\*\*  
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\* 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: 01/2018 Batch Nbr: 259725

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	21173	21173 DEC2017	DEC 2017 EMP MILEAGE REIM 68 MI	36.38
ADVOCATES-INDEPENDENT LIVINGII	13325	13325 12-2017	DEC 2017 CCS ADMIN 19.75 HRS	450.30
[REDACTED]	21730	21730 DEC2017	DEC 2017 MEETING FACILITATION	317.92
BAY HOMETOWN PHARMACY LLC	21036	21036 NOV2017	NOV 2017 EMERGENCY PATIENT MEDS	543.65
BOYS & GIRLS CLUB OF DOOR CNTY	2571	2571 DEC2017	OCT-DEC 2017 TIP MEETINGS	116.25
BROTOLOC HEALTH CARE SYSTEM IN	3640	3640 DEC2017	DEC 2017 CBRF 31 DAYS	5,471.50
CDW GOVERNMENT INC	5929	5929 DEC2017	DEC 2017 ES/AODA/CST PURCHASES	1,528.90
WI DEPT OF JUSTICE CRIME INFO	4331	4331 DEC2017	DEC 2017 BACKGROUND CHECKS	30.00
CW FAMILY SOLUTIONS LLC	22679	22679 DEC2017	DEC 2017 SUPERVISED VISITS	287.50
DC PRINTING LLC	5245	5245 DEC2017	DEC 2017 HS OFFICE SUPPLIES	533.00
[REDACTED]	6876	6876 DEC2017	DEC2017 EMP MILEAGE REIM 467 MI	249.85
DEPT OF HEALTH SERVICES	21511	21511 DEC2017	DEC 2017 CLIENT TRANSPORTATION	227.10
[REDACTED]	2237	2237 DEC2017	DEC 17 112.55 BALANCE BIKE	199.00
[REDACTED]	20081	20081 DEC2017	DEC 2017 EMP MILEAGE REIM 105 MI	56.18
[REDACTED]	22233	22233 DEC2017	DEC 2017 EMP MILEAGE REIM 980 MI	524.30
ECONO FOODS	9674	9674 DEC2017	DEC 2017 CSP HOLIDAY PARTY	634.27
FAMILY SERVICES	3841	3841 DEC2017	AUG/SEP 17 SELF SERVICES	602.00
HELP OF DOOR COUNTY INC	13420	13420 NOV2017	NOV 2017 FAS SUPERVISED VISITS 114.25HRS	5,762.50
[REDACTED]	2006	2006 DEC2017	DEC 2017 EMP MILEAGE REIM 341 MI	182.44
HIRN MENTAL HEALTH COUNSELING	17401	17401 DEC17	DEC 2017 AODA 32 HRS	960.00
HUMAN RELATIONS MEDIA INC	22752	22752 DEC2017	DEC 17 MH DVDS FOR AREA SCHOOLS	2,499.75
INNOCORP, LTD	22772	22772 DEC2017	DEC 17 PURCHSE OF AODA DVDS	2,432.66

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
JACKIE NITSCHKE CENTER INC	8573	8573 DEC2017	DEC 17 AODA INPATIENT 24 DAYS	5,760.00
[REDACTED]	22015	22015 DEC2017	DEC 2017 EMP MILEAGE REIM 52 MI	27.82
[REDACTED]	22751	22751 DEC2017	DEC 2017 PRIVATE SWIM LESSONS	64.00
LANGUAGE LINE SERVICES	14606	14606 DEC2017	DEC 17 INTERPRETER SERVICES 337 MIN	245.26
LIVE WIRE MEDIA	22771	22771 DEC2017	DEC 2017 PURCHASE OF AODA DVDS	269.84
[REDACTED]	22090	22090 DEC2017	DEC 17 END TABLES FOR HS WAITING ROOM	135.02
[REDACTED]	22267	22267 NOV2017	NOV 2017 EMP MILEAGE REIM 126 MI	67.41
OPTIONS LAB, INC	17788	17788 DEC2017	DEC 2017 DRUG SCREENS	78.00
PROFESSIONAL GUARDIANSHIPS INC	5008	5008 DEC2017	DEC 2017 GUARDIANSHIP SERVICES	218.00
WENDY RAY	13022	13022 DEC2017	DEC 2017 B3 THERAPY/MILEAGE	5,862.45
SHERRY PESCH	3394	3394 DEC2017	DEC 2017 DD/CSP BOOKKEEPING 46.75HRS	981.75
[REDACTED]	22245	22245 DEC2017	NOV/DEC 17 RESP/REC ACTIVITIES	1,124.00
STAPLES ADVANTAGE	15069	15069 DEC2017	DEC 2017 HS OFFICE SUPPLIES	478.04
[REDACTED]	22555	22555 DEC2017	DEC 2017 EMP MILEAGE REIM 179 MI	95.77
JULIE TOYNE	5555	5555 DEC2017	DEC 2017 B3 MILEAGE/THERAPY	3,186.47
[REDACTED]	242	242 DEC2017	DEC 27,2017 RESPITE	35.00
WISCONSIN DOCUMENT IMAGING	5999	5999 DEC2017	DEC 2017 HS 2ND FLOOR COPIES	65.58

Batch Total: \$42,339.86 \*\*\*\*  
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COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

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

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: 01/2018 Batch Nbr: 259755

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
ADVOCATES FOR HEALTHY	17929	17929 DEC2017	DEC 17 CCS/NOV-DEC SERVICES/RESPITE	8,802.96
[REDACTED]	6222	6222 DEC2017	DEC 2017 EMP MILEAGE REIM 89 MI	47.62
BAETEN COUNSELING	20427	20427 DEC2017	JUNE-DEC 2017 CCS SERVICES	1,224.00
BAY COUNSELING CLINIC, LLP	21177	21177 DEC2017	DEC 2017 CCS SERVICES	2,433.60
BEAR GRAPHICS INC	2140	2140 DEC2017	DEC 2017 HS CALENDARS	58.48
BELLIN HOME HEALTH	15484	15484 DEC2017	DEC 2017 CCS SERVICES	1,122.00
BOYS & GIRLS CLUB OF DOOR CNTY	2571	2571 DEC2017	DEC 2017 CCS SERVICES	1,485.80
BROWN COUNTY HUMAN SERVICES	3680	3680 DEC2017	OCT-DEC 2017 CHILD CARE CERT 17 HRS	700.08
[REDACTED]	11365	11365 DEC2017	SEP-DEC 2017 ORTHODONTICS	369.90
CDW GOVERNMENT INC	5929	5929 DEC2017	DEC 2017 DOCKING STATIONS/3 STYLUS'	544.45
COUNSELING ASSOCIATES OF DOOR	6361	6361 DEC2017	NOV/DEC 2017 CCS SERVICES	6,201.60
[REDACTED]	8060	8060 NOV2017	NOV 2017 MEAL REIM FOR CHILDREN	36.76
[REDACTED]	11999	11999 DEC2017	DEC 2017 SPEC MED SUPP	65.82
D.C YOUNG MEN'S CHRISTIAN ASSC	20431	20431 DEC2017	DEC 2017 KID'S CLUB	182.00
DEPARTMENT OF CORRECTIONS	3213	3213 DEC2017	DEC 2017 31 DAYS YA CORRECTIONS	12,090.00
DEY COUNSELING SERVICE LLC	22596	22596 DEC2017	DEC 2017 CCS SERVICES 6.8 HRS	693.60
DOOR COUNTY MEMORIAL HOSPITAL	8770	8770 DEC2017	DEC 2017 B3 OT/PT THERAPY/MILEAGE	3,488.25
DRFIRST.COM, INC	21998	21998 DEC2017	DEC 2017 PRESCRIPTION SOFTWARE	475.00
DYNAMIC FAMILY SOLUTIONS	21410	21410 DEC2017	MAY/DEC 2017 CCS SERVICES	3,049.80
FAMILY SERVICES	3841	3841 DEC2017	NOV/DEC 17 CCS/CRISIS/SELF SERVICES	15,355.90
FOUNDATIONS HEALTH & WHOLENESS	7857	7857 DEC2017	DEC 2017 CCS SERVICES 4.7 HRS	479.40
[REDACTED]	1740	1740 DEC2017	12/29/17 103.99 8HRS RESP	130.00

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
HUMANA CLAIMS OFFICE	8453	8453 DEC2017	DEC 2017 OVERPAYMENTS	56.16
INNOCORP, LTD	22772	22772 12-2017	DEC 2017 PURCHASE OF AODA BOOKS	2,379.10
INNOVATIVE SERVICES, INC.	5078	5078 DEC2017	DEC 2017 CCS SERVICES	3,760.00
JUSTICEPOINT, INC	21360	21360 DEC2017	DEC 17 ELEC MONITORING 26 DAYS	128.70
[REDACTED]	22838	22838 DEC2017	DEC 17 OWI ASSESSMENT REFUND	225.00
LAKESHORE CAP, INC.	17200	17200 DEC2017	DEC 17 CSP TECH/PEER SPEC/JUV REST	1,301.54
[REDACTED]	22295	22295 DEC2017	DEC 2017 EMP MEAL REIM	5.75
MARATHON COUNTY TREASURER	22843	22843 DEC2017	NOV/DEC 2017 JUVENILE DETENTION	5,700.00
MOLINA HEALTHCARE OF WI	22842	22842 OCT2017	OCT 18 2017 REFUND	35.96
PHOENIX BEHAVIORAL HEALTH SVC	17442	17442 DEC2017	DEC 2017 CCS SERVICES	5,610.00
[REDACTED]	22844	22844 JUL2017	JUN/JUL 17 113 CONSUMER ED	400.00
[REDACTED]	22245	22245 11-2017	OCT/NOV/DEC 17 MEALS/DEC 17 RESP	264.02
SHEBOYGAN COUNTY TREASURER	29071	29071 DEC2017	DEC 2017 JUVENILE BOARDERS	1,045.00
SPECIALIZED SERVICES LLC	7694	7694 DEC2017	NOV/DEC 17 CCS/CSP TECH/PCW	11,141.29
STAPLES ADVANTAGE	15069	15069 12-2017	DEC 2017 HS OFFICE SUPPLIES	1,230.70
STREUS PHARMACY INC	9617	9617 DEC2017	DEC 2017 MEDICAL SUPPLIES	15.16
[REDACTED]	1862	1862 DEC2017	NOV/DEC 17 112.47 ADAP AID	95.72
UNLIMITED POSSIBILITIES	22349	22349 DEC2017	DEC 2017 CBRF 31 DAYS	10,540.00
UW-MADISON	19282	19282 DEC2017	DEC 17 DANGEROUS DRUG AWARENESS	50.00

Batch Total: \$103,020.82 \*\*\*\*  
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1/29/18  
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COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

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

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: 01/2018      Batch Nbr: 259810

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
BROWN COUNTY HUMAN SERVICES	3680	3680 122017	Q4 2017 FRAUD PREVENTION & INVEST	1,309.05
[REDACTED]	22846	22486 122017	DEC 17 403.01 1ITEM	689.00
MARINETTE COUNTY TREASURER	22847	22847 122017	DEC 17 FC YOUTH AIDS ADMIN FEES	492.00
[REDACTED]	22245	22245 122017	DEC 17 403.01 4HRS REC	48.00
SPECIALIZED SERVICES LLC	7694	7694 102017	OCT-DEC 17 403.01 REC ACT	56.24

Batch Total:                    \$2,594.29      \*\*\*\*  
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COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

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

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: 01/2018      Batch Nbr: 259734

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
HOPE CHURCH	20605	20605 JAN2018	DEC 19,2018 CSP HOLIDAY LUNCH	190.00
SET MINISTRY, INC	22346	22346 JAN2018	MAY 17-APRIL 18 FOSTERING FUTURES	2,500.00
CITY OF STURGEON BAY PARKS DEP	11280	11280 JAN2018	8/17/18 RESERVE SUNSET PARK FOR CSP	58.03

Batch Total:            \$2,748.03    \*\*\*\*  
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**VOUCHER**

STATE OF WISCONSIN

2018

Door County

2018 Invoices

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

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

VENDOR NAME: Door County Dept of Human Services

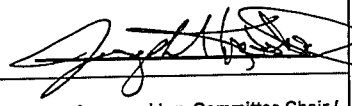
VENDOR ADDRESS: c/o Dept Human Services

VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By:  
alaluzerne 1.19.2018

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Approved by: Department Head:  


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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 259758, January 2018-2nd Batch Processing		\$10,431.10		various - as attached	
VOUCHER TOTAL							\$ 10,431.10	VOUCHER TOTAL		

1/19/18

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COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

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

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: 01/2018 Batch Nbr: 259758

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	2435	2435 JAN2018	JAN 2018 PURCHASE FOR FAMILY	14.99
CELLCOM WISCONSIN RSA 10	4818	4818 JAN2018	JAN 2018 CCS/WHEAP/HS/APS CELL PHONES	742.95
[REDACTED]	22483	22483 JAN2018	JAN 18 103.99 RESP 20HRS	300.00
DIVISION OF QUALITY ASSURANCE	11090	11090 JAN2018	CSP CERTIFICATION #2159	550.00
[REDACTED]	9479	9479 JAN2018	JAN 2018 2 NIGHTS RESPITE	60.00
HIRN MENTAL HEALTH COUNSELING	17401	17401 JAN2018	JAN 2018 AODA/WASH ISLAND OUTPT	1,380.00
[REDACTED]	22482	22482 JAN2018	JAN 18 103.99 RESP 15HRS	225.00
NCS PEARSON INC	11760	11760 JAN2018	2018 LISCENSING FEE BEV HEALTH	150.00
[REDACTED]	871	871 JAN2018	JAN-JUNE 2018 AFH BED HOLD	4,998.00
[REDACTED]	22245	22245 JAN2018	1/6/18 103.99 8HRS RESP	130.00
[REDACTED]	9257	9257 JAN2018	JAN 2018 INTERPRETER CHARGES	66.00
STAPLES ADVANTAGE	15069	15069 JAN2018	JAN 2018 HS OFFICE SUPPLIES	164.16
UW GREEN BAY	11832	11832 JAN2018	JAN-DEC 2018 ANNUAL CONTRIB	1,450.00
WI ENERGY CONSERVATION CORP	4276	4276 FEB2018	FEB 6-8,2018 WI HOME ENERGY CONF FEES	200.00

Batch Total: \$10,431.10 \*\*\*\*  
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1/29/18

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

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

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: 01/2018

Batch Nbr: 259807

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
AUTISM SOCIETY OF WISCONSIN	4611	4611 012018	2018 AUTISM CONF REG FEES	2,957.00
[REDACTED]	8870	8870 012018	JAN 18 112.55 THERA SUPP	75.02
BELLIN HOME HEALTH	15484	15484 012018	JAN 2018 SERVICES 1 HR	102.00
[REDACTED]	22587	22587 022018	FEB 1/24,2018 RESPITE	60.00
[REDACTED]	22483	22483 012018	JAN 18 103.99 RESP 20HRS	300.00
[REDACTED]	9479	9479 012018	JAN 29, 2018 RESPITE	30.00
[REDACTED]	652	652 012018	JAN 2018 SECURITY DEPOSIT (JK)	530.00
[REDACTED]	22482	22482 012018	JAN 18 103.99 RESP 19HRS	285.00
[REDACTED]	8394	8394 012018	JAN/FEB 2018 AFH CARE	2,200.00
LIVINGSTON COUNSELING AND	22837	22837 012018	JAN 2018 CCS CLINICAL SUPERV 27.75HRS	971.25
SNUG HARBOR INC	22764	22764 012018	JAN 2018 MOTEL STAY-JJ	1,200.00
STAPLES ADVANTAGE	15069	15069 012018	JAN 2018 HS OFFICE SUPPLIES	329.16
[REDACTED]	242	242 012018	JAN 18, 2018 RESPITE	90.00

Batch Total: \$9,129.43 \*\*\*\*  
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1/05/18

2017 INVOICES

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

ADRC/SRC, 1<sup>st</sup> batch, JAN. 2018

MEETING DATE

HS Resource Center  
DEPARTMENT

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

G/L DATE: 12/2017      Batch Nbr: 259740

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	20950	20950 DEC2017	66 DEC EMPLY MILEAGE REIMB	35.32
ADVOCATES-INDEPENDENT LIVINGII	13325	13325 DEC2017	SHC	1,009.57
BAYSIDE HOME MEDICAL	21172	21172 250430	LIFT CHAIR/SEAT LIFT MECHANISM-ES	900.00
BOETTCHER COMMUNICATIONS, LLC	17949	17949 DEC2017	D2D MARKETING	1,633.25
BORNEMANN OPERATING COMPNY LLC	22689	22689 NOV2017	R&B-RC	290.00
BROTHERS DAIRY	257	257 DEC2017	RAW FOOD	609.00
[REDACTED]	21443	21443 DEC2017	92 DEC EMPLY MILEAGE REIMB	56.92
[REDACTED]	4168	4168 DEC2017	19.8 DEC EMPLY MILEAGE REIMB	10.62
DC CLEANING & CONCIERGES LLC	21707	21707 437671	SHC/DEEP CLEANING-SH	98.95
DOOR-TRAN	16496	16496 DEC2017	DEC STAFF HOURS	600.00
E-PILL, LCC	6317	6317 28199	E-PILL MACHINES AND SPARE KEYS-10 EA	4,059.00
ECONO FOODS	9674	9674ADEC2017	RAW FOOD	1,029.71
FLS BANNERS	3487	3487 94222	ADRC MKTG	1,279.04
[REDACTED]	17474	17474 DEC2017	20 DEC MOW MILEAGE REIMB	10.72
[REDACTED]	19080	19080 DEC2017	25 DEC MOW MILEAGE REIMB	13.40
GORDON FOOD SERVICE, INC	22145	22145 DEC2017	RAW FOOD/NUTRITIONAL SUPPLIES	5,420.16
[REDACTED]	17282	17282 DEC2017	37.30 DEC MOW MILEAGE REIMB	19.96
[REDACTED]	5354	5354 DEC2017	35 DEC MOW MILEAGE REIMB	18.73
HENKEL FLOORING SERVICE LLC	6241	6241 DEC2017	SNOW REMOVAL-LC	90.00
[REDACTED]	18116	18116 DEC2017	16.70 DEC MOW MILEAGE REIMB	8.94
[REDACTED]	17906	17906 DEC2017	695.40 DEC MEALSITE/MOW MILEAGE REIMB	372.58
[REDACTED]	19378	19378 OCTNOV	28.50 OCT/NOV/DEC MOW MILEAGE REIMB	15.25

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
[REDACTED]	12614	12614 NOVDEC	219 NOV/DEC EMPLY MILEAGE REIMB	117.17
[REDACTED]	7092	7092 DEC2017	48 DEC MOW MILEAGE REIMB	25.68
MANNS STORE	18770	18770 DEC2017	RAW FOOD	608.55
MASCOT MEDIA LLC	22760	22760 1011975	MKTG ADRC/INTEGRATION	59.99
MEAT PROCESSORS INC	6544	6544 DEC2017	RAW FOOD	473.95
NUSTEP, LLC	22732	22732 NEW BLD	NEW BUILDING EXERCISE EQUIPMENT	11,568.00
[REDACTED]	20044	20044 DEC2017	45.50 DEC EMPLY MILEAGE REIMB	24.34
[REDACTED]	14091	14091 DEC2017	388 DEC MEALSITE/MOW MILEAGE REIMB	207.58
SNUG HARBOR INC	22764	22764 22756	MOTEL STAY-JJ	900.00
STAPLES ADVANTAGE	15069	15069 DECADRC	3363128771/ADRC/SRC OFFICE SUPPLIES	71.34
SUMMIT COMMERCIAL FITNESS	5595	5595 19687	NEW BUILDING EXERCISE EQUIPMENT	18,735.00
TERRA NOVA FILMS INC	12619	12619 209613	CAREGIVER DVDS	805.75
TIP TOP CLEANERS	10942	10942 DEC2017	LAUNDRY/KITCHEN	141.75
TWEAK SOCIAL MEDIA & MARKETING	22599	22599 2544	ADRC 2ND HALF PAYMENT	10,122.00
UNITED HOME HEALTH SERVICIS, LLC	20955	20955 DEC2017	SHC-HN	237.48
WARNER-WEXEL WHOLESALE & POOL	36120	36120 DEC2017	NUTRITIONAL SUPPLIES	415.49
WISCONSIN DOCUMENT IMAGING	5999	5999ADEC2017	DEC COPIER-APS	80.00
WIL KIL PEST CONTROL	6359	6359 DEC2017	DEC PEST CONTROL-SRC	36.75

Batch Total: \$62,211.94 \*\*\*\*  
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\* S U M M A R Y \*  
SCHEDULE OF VOUCHERS

ADRC, 2<sup>nd</sup> batch, JAN. 2017

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: 12/2017 Batch Nbr: 259781

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
ABBY VANS INC	16735	16735ADEC2017	DEC D2D TAXI	49,605.48
ANNAS HEALTHCARE INC	9356	9356 JUN2017	RSP-RC	520.00
BEST WESTERN MARITIME INN	2974	2974 NOV2017	ROOM CHARGES-DH	276.00
[REDACTED]	15966	15966 DEC2017	DEC RSP-DB	217.69
KEYSTONE PSYCHOLOGY LLC	2288	2288 NOV2017	PSYCH EVAL-LW	675.00
[REDACTED]	20119	20119 DEC2017	50 DEC EMPLY MILEAGE REIMB	26.82
TOWN OF LIBERTY GROVE	33170	33170 DEC2017	DEC MEALSITE 8 DAYS @ \$9/DAY	72.00
[REDACTED]	22775	22775 NOVDEC	NOV/DEC RSP-RG	896.00
[REDACTED]	21501	21501 DEC2017	DEC MEALSITE 7 DAYS @ \$8/DAY	56.00
GOOD SAMARITAN, SCANDIA VILLAGE	27395	27395 DEC2017	DEC MOW	396.00
SIR SPEEDY PRINTING	21959	21959 DEC2017	ADRC/SRC MARKETING	2,769.88
STURGEON BAY UTILITIES	30820	30820ADEC2017	DEC UTILITIES SRC/NEW BUILDING	2,636.63
SUNSHINE HOUSE INC	31820	31820 4Q17	4Q17 5311 PAYMENT	884.08
TOWN OF WASHINGTON	33570	33570 DEC2017	DEC MEALSITE-10 DAYS @\$8/DAY	80.00
WDOR AM & FM	129	129 DEC2017	DEC RADIO ADS-SRC	180.00
WISCONSIN PUBLIC SERVICE	11363	11363 DEC2017	DEC UTILITIES SRC	333.95

Batch Total: \$59,625.53 \*\*\*\*  
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1/26/18

2017 INVOICES

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

ADRC/SRE 2<sup>nd</sup> batch, JAN. 2018


MEETING DATE

HS Resource Center  
DEPARTMENT

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

G/L DATE: 01/2018

Batch Nbr: 259809

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
CURATIVE CONNECTIONS, INC	21234	21234 4Q18	4Q17 SR AIDE PAYMENT	300.00
	14091	14091ADEC2017	XMAS DECORATION REIMB-MEALSITE	8.88

Batch Total: \$308.88 \*\*\*\*  
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1/19/18

2018 INVOICES

COUNTY OF DOOR  
STATE OF WISCONSIN  
STURGEON BAY, WI

\* SUMMARY \*  
SCHEDULE OF VOUCHERS

ADRC, 2<sup>nd</sup> batch, JAN. 2018

MEETING DATE

HS Resource Center  
DEPARTMENT

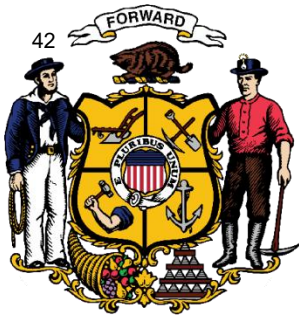
\*\*\* SUMMARY FOR COMMITTEE REVIEW ONLY \*\*\*

G/L DATE: 01/2018

Batch Nbr: 259780

Vendor Name	Vendor No.	Invoice #	Invoice Description	Amount
ADVANCED DISPOSAL SERVICES	18928	18928 JAN2018	JAN DISPOSAL SVC-SRC	215.69
[REDACTED]	19077	19077 JAN2018	JAN CAREGIVER SUPPORT GROUP	37.50
CELLCOM WISCONSIN RSA 10	4818	4818 JAN2018	ADRC/SRC CELL CHARGES (01/06-02/05)	152.33
[REDACTED]	26890	26890 JAN2018	69 JAN MEALSITE MILEAGE REIMB	37.61
SCHEDULESPUS LLC	20673	20673 2018	2018 SCHEDULES PLUS SUPPORT	720.00
[REDACTED]	13154	13154 JAN2018	40.5 JAN EMPLY MILEAGE REIMB	22.07
[REDACTED]	20789	20789 FEB2017	FEB ENTERTAINMENT	125.00

Batch Total: \$1,310.20 \*\*\*\*  
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# Wisconsin Department of Corrections

Governor Scott Walker | Secretary Jon E. Litscher


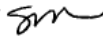
Division of Juvenile Corrections | Administrator's Office

## ADMINISTRATOR'S MEMO TO COUNTIES

MEMO # 18-01

**DATE:** January 17, 2018

**TO:** County Departments of Human/Social Services Directors

**FROM:** John D. Paquin, Administrator   
Shelby A.B. McCulley, Assistant Administrator 

**SUBJECT:** Division of Juvenile Corrections Updates

The purpose of this memo is to provide information on the appointment of the new CLS/LHS Superintendent and the Governor's announcement regarding the establishment of regional juvenile correctional facilities.

### Superintendent Position

On January 11, 2018, the Division of Juvenile Corrections (DJC) announced the appointment of Jason Benzel to the Institution Superintendent position at Lincoln Hills/Copper Lake School (LHS/CLS) effective January 22, 2018.

Jason has nearly 24 years of experience working for the Wisconsin Department of Corrections. He has held numerous positions related to the classification and well-being of the Department's inmate and youth population, including positions in the Division of Adult Institutions, Division of Juvenile Corrections, and Division of Community Corrections. Jason started his career as a Correctional Officer and later promoted to Correctional Sergeant. He then moved to the Division of Community Corrections as a Probation and Parole Agent in 2005. In addition, Jason has worked as an Offender Classification Specialist, Psychiatric Care Supervisor, Juvenile Review and Release Specialist, Corrections Unit Supervisor, and Corrections Classification Management Supervisor. Most recently, Jason served as Deputy Warden of Prairie du Chien Correctional Institution.

Jason holds a Bachelor's Degree in Administration of Justice and a Master's Degree in Criminal Justice Leadership. He has received numerous DOC awards, including the 2013 Secretary's Salute Award for Life Saving and Valor and the 2011 Secretary's Salute Team Award. Jason's

diverse background and extensive experience will be an exceptional addition to LHS/CLS and DJC as the division moves forward.

### Plans for Regional Juvenile Correctional Facilities

Earlier this month Governor Walker announced a plan to significantly reform Wisconsin's Juvenile Corrections system to align with nationally recognized best practices by moving from a system of one facility to smaller, regional facilities located across the state. Provisions from the Governor's announcement that directly impact DJC operations will:

- Require the DOC to relocate juveniles at Lincoln Hills School (LHS) to five new Type 1 juvenile correctional facilities.
  - The correctional facilities will each consist of 32 to 36 beds with staffing ratios consistent with requirements in the Prison Rape Elimination Act (PREA) and will be sited regionally based on population density.
  - At least one correctional facility will be located north of a line between Manitowoc and La Crosse.
- Transition the existing facility at LHS/CLS to a medium-security adult correctional facility with the cooperation of Lincoln County.
- Require the Department of Health Services (DHS) to expand treatment services at the MJTC, serving more male juveniles as early as fall 2018, and creating a facility at MJTC to treat female juveniles with mental health needs.

### Transition

Over the last two years, DJC's constant focus has been to identify opportunities for further reform that increase the efficiency and effectiveness of the programs and services we provide to the youth under our care. Families and stakeholders should know that throughout the transition process DOC and DJC leadership will remain fully committed to the continuation of these enhancements which have increased youth and staff safety at LHS/CLS and enhanced education, treatment, and mental health services.

The Governor's proposal is the next step in these efforts, representing an opportunity to build on changes enacted in a number of other states that have been successful in increasing positive outcomes for youth. Throughout this process, we will continue to engage and seek input from counties, legislators, judges, law enforcement, and others.

In the coming months, DJC will be working to collaborate with you to continue creating better futures for the youth in our care by promoting evidence-based treatments that encourage youth success and protect communities. Finally, we encourage you to forward this memo on to any county stakeholders, including those listed above, in order to further share this information.

Cc: Jon E. Litscher, Secretary, DOC  
Cathy A. Jess, Deputy Secretary, DOC  
Eloise Anderson, Secretary, DCF  
Lisa Marks, Deputy Secretary, DCF  
Brad Wassink, Assistant Deputy Secretary, DCF  
Linda Seeymeyer, Secretary, DHS  
Tom Engels, Deputy Secretary, DHS  
Jenny Malcore, Assistant Deputy Secretary, DHS  
Fredie-Ellen Bove, Administrator, DCF/DSP  
Ron Hermes, Director, Bureau of Permanence and Out of Home, DCF/DSP  
Wendy Henderson, Director, Bureau Youth Services, DCF/DSP  
Emily Tofte, Section Manager, Bureau of Youth Services, DCF/DSP  
John Tuohy, Director, Bureau of Regional Operations, DCF/DES  
Greg Van Rybroek, Director, DHS/MJTC  
DHS/DCF Area Administrators  
DHS/DCF Human Service Area Coordinators  
DOC/DJC Management staff  
Court-attached juvenile court intake offices

# WRITTEN OFF

"THE JOURNALS WILL EXPLAIN EVERYTHING"



To license a screening, contact: [info@written-off.com](mailto:info@written-off.com)

[www.WRITTEN-OFF.COM](http://www.WRITTEN-OFF.COM)

Read the complete journals that inspired the film: *What I Couldn't Tell You* by Matthew Edwards and Jane Funk, available at Amazon.com



## PHYSICAL COPIES DVD, BLUE RAY or DCP (for DCP, add \$100)

### INSTITUTIONAL/ COMMUNITY LICENSE EVENT SCREENING -

Public Performance Rights - Unlimited screenings at a single location or by single entity.

Audiences Under 200 - \$395.00 Audiences Over 200 - \$695

### CLASSROOM LICENSE

For School-affiliated Educational Use only

\$125.00

## STREAMING ACCESS through ONLINE SCREENING SITE

### 1 YEAR STREAMING LICENSE

Unlimited plays for licensing organization via Film Platform for 1 year - shareable Username and password access. Does not include Public Performance Rights

\$225.00

### 3 YEAR STREAMING LICENSE

Unlimited plays for licensing organization via Film Platform for 3 years - shareable Username and password access. Does not include Public Performance Rights

\$375.00

## BUNDLES

### 1 YEAR STREAMING LICENSE & PUBLIC PERFORMANCE RIGHTS (PPR) PHYSICAL COPY BUNDLE

Public Performance Rights - Unlimited screenings at a single location or for single entity, audiences up to 200 and Unlimited plays via Film Platform for 1 year - Username and password access

\$475

### 3 YEAR STREAMING LICENSE & PUBLIC PERFORMANCE RIGHTS (PPR) PHYSICAL COPY BUNDLE

Public Performance Rights - Unlimited screenings at a single location or for single entity, audiences up to 200 and Unlimited plays via Film Platform for 3 years - Username and password access

\$580

Licenses include marketing materials - file to print movie posters, emailable post card invites, press kits, photos and sample press releases.

We are happy to assist with technical advice re: projection/audio for your screening

## APPEARANCES

**DIRECTOR/WRITER/CO-PRODUCER MOLLY HERMANN** is available to attend your screening. She can provide the filmmaker's perspective on a panel of experts, introduce the film, share the personal story that motivated its production and/or participate in a Q&A session following the screening.



Molly Hermann – Director/Writer/Co-Producer



On the set of *BBC World News America* with host, Jane O'Brien, Congresswoman Annie Kuster (D-NH), and *Written Off* Director Molly Hermann

Molly is also happy to accommodate any press for the event - print, radio or television interviews.

The *Written Off* team will advertise the screening on the film's Facebook page, provide press release templates and marketing materials.

### FILMMAKER APPEARANCE FEE - LOCAL (DC AREA)

\$2500

### FILMMAKER APPEARANCE FEE - TRAVEL

\$3000 (plus expenses for travel outside DC metro area)

\*Multiple appearances for a single entity will be discounted.

**JANE FUNK**, who stars in the film and recently published the journals it is based upon as "What I Couldn't Tell You: One Man's Struggle with Opioid Addiction," is also available for appearances.

### CHARACTER APPEARANCE FEE

*PLEASE INQUIRE*



Jane Funk – Matt Edwards' Mother, Author

Thank you for your interest in hosting a screening event for *Written Off*.

Date: January 24, 2018

To: County Board

From: Joseph Krebsbach

Re: 2017 Donations

The following Gifts Grants and donations were all received specific to the Senior Center or for Senior Services.

Elaine Gabert for Halloween Party expenses .....	\$100.00
Karen & Paul DeJardine-memorial .....	\$20.00
Henry & Marilyn Spille-memorial .....	\$100.00
Nancy Witt-memorial.....	\$25.00
Jerry & Patricia Slavik-memorial.....	\$25.00
Patricia Walter-memorial.....	\$50.00
Kelly Marcelle-memorial.....	\$2,000.00
Ronald Kurucz.....	\$1,000.00
Bay View Lutheran Church.....	\$525.00
Tax prep donations.....	\$1,534.35
Veterans of Foreign Wars-Door Co. Post 3088 – Vet’s Day lunches .....	\$150.00
Anonymous cash & memorials.....	<u>\$125.00</u>
	\$5,654.35

The following were not direct money contributions but noteworthy nonetheless:

CVS – food & coffee donations.....valued at.....	\$77.99
Alexander’s Restaurant – Ground beef donations..... valued at.....	\$2,325.43
Door County Coffee – 125 bags of coffee.....valued at.....	\$248.75
Door County Candle – candle warmers & wax donation.....valued at.....	\$123.30
Anonymous – TV donation.....valued at.....	\$573.00
Volunteered Hours...4,673 total Hrs. valued at 22.48-23.06/ hr.....	\$106,669.27