

**Tuesday,  
April 10, 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*

**\* REVISED AGENDA**

**HUMAN SERVICES BOARD MEETING**

1. Call Meeting or Order
2. Roll Call-Establishing Quorum
3. **Adopt** Agenda
4. **Approve** Minutes – March 13, 2018 Human Services Board Meeting
5. Correspondence
6. Public Comment
7. Program Reports
  - a. Children’s Protection Service & Juvenile Justice Verbal Report – Dori Goddard
  - b. Written Collective Unit Report
8. Continuing / Pending Business
  - a. Resource Center Building Update
  - b. Staff Recruitment Update
  - c. Juvenile Corrections Update
  - d. “Written Off” Update
  - e. Vouchers
9. Topics To Be Referred to the Legislative Committee
10. New Business
  - a. Mental Health Focus Group – Susan Powers
  - b. Review of 2017 Annual Report
  - c. Review of 2017 Budget
  - d. \*Chapter 980, Wisconsin Statutes Information
  - e. ADRC Meals Program Report
  - f. Overtime Approved in Economic Support - FYI
  - g. Establish Budget Public Participation Meeting Dates for June and July
  - h. Completion of Introductory Period
    - Taylor Jandrin
    - Shannon Lauder
11. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
12. Set Next Meeting Date – Tuesday, May 8, 2018, 8:30am
13. Meeting Per Diem Code
14. **Adjourn** Meeting

*Deviation from the order shown may occur*

## DOOR COUNTY HUMAN SERVICES BOARD MINUTES

Tuesday, March 13, 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 March 13, 2018 meeting of the Door County Human Services Board to order at 8:30am in the Government Center's Chambers Room.

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

Present: Chair Mark Moeller, Helen Bacon, Roy Englebert, Wayne Kudick, Megan Lundahl, Joe Miller, Robert Rau and Laura Vlies Wotachek,

Excused: Tom Leist

Staff Present: Cori McFarlane-Deputy Director; Ken Pabich-County Administrator; JoAnn Bauman-Department Accountant/Finance; Jake Erickson-ADRC & Aging Program Director; Cathy Keller-ADRC/Aging Program Activity Coordinator; Donna Altepeter-Behavioral Health Manager; Sandra Bekkela-AODA Counselor; Sue Exworthy-AODA Coordinator; Julie Grondin-Children & Families Aide and Shawn Barlament-Office Manager/Recording Secretary.

Others Present: David VanDyke-Northern Door Poverty Collaboration member

Board members present established a quorum.

3. **Adopt Agenda-**

A motion was made by Laura Vlies Wotachek and seconded by Megan Lundahl to adopt the agenda. All were in favor.

4. **Approve Minutes-**

Bob Rau motioned to approve the January 9, 2018 Human Services Board meeting minutes. This was seconded by Roy Englebert. Minutes were corrected by Laura Vlies Wotachek. Under 8.a. there was an additional suggestion made by Ms. Wotachek to use segments of "Sharing Our Successes" as a tool for staff recruitment, and under 11.c., the Door County Alcohol & Other Drug Coalition's name was corrected. All approved.

5. **Correspondence-**

Beth Chisholm's resignation letter (attached to these minutes) from her current position as a Child Protection Social Worker was received in order for her to accept her new position as Children's Services Manager.

6. **Public Comment-**

None

7. **Program Reports-**

a. Introduction of New Staff

Four new employees began Monday, March 12<sup>th</sup> and were introduced: Donna Altepeter-Behavioral Health Manager; Sandra Bekkela-AODA Counselor; Sue Exworthy-AODA Coordinator; and Julie Grondin-Children & Families Aide.

**b. ADRC Verbal Report – Jake Erickson**

To begin, Jake introduced Cathy Keller, the ADRC/Aging Program Activity Coordinator. He then shared statistics on the impact of the new building during February of this year compared to last year:

- 705 phone calls were answered through the main line during November 2017, 1195 phone calls were answered during February 2018.
- 346 additional participants registered with the center plus 20 new volunteers.
- 557 individuals registered for activities and the fitness room during February 2017 and 2028 registered this year.
- February 2017 served 261 unduplicated participants for a total of 959 meals. This year served 516 unduplicated participants for a total of 1,409 meals.
- An Activity Interest Survey is being circulated. A few examples of the additional programs/activities available now are 2 new PC computer classes at the beginner and intermediate level, increased athletic trainer time, a chess group, 2 Living in Retirement (LIR) Classes, and in May, chair yoga classes.

Wayne Kudick did ask for an update at a later date on programs and initiatives in Northern and Southern Door areas.

There was discussion between Jake and the Board on different opportunities for marketing in addition to the website updates Tweak Marketing is completing and our Facebook page.

**c. Written Collective Unit Report**

The Board echoed the “kudos” extended to the Behavioral Health Team for their efforts during the past 6 months when they were not at full staff.

Board member, Laura Vlies Wotachek, asked for flyers to pass for the public screening of “Raising of America.”

**8. Continuing / Pending Business-**

**a. Resource Center Building Updates**

The 6’ by 4’ acoustic panels of Door County photos are being installed and bathroom facilities are being changed to better meet the standards of the Americans with Disabilities Act.

**b. Staff Recruitment Updates**

- Recruiting continues for a Behavioral Health Therapist.
- Interviews are being conducted for the Comprehensive Community Services (CCS) Manager.
- Beth Chisholm, a current department employee, has accepted the Children and Families Manager position.
- A verbal acceptance has been received for the Business Manager position with a start date of April 2<sup>nd</sup>.
- In the near future we will move forward with recruitment for an additional CCS Service Facilitator.

**c. Vouchers**

No questions asked.

**d. “Written Off” Update**

Door County Alcohol and Other Drug Coalition has agreed to present the film with a panel discussion planned for afterwards.

Megan Lundahl expressed that her original intent was to have multiple showings throughout the county. Other members made suggestions on where additional presentations could take place. We will follow up with the Coalition Coordinator.

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

None at this time.

**10. New Business-**

**a. Combining the Aging & Disability Resource Advisory Committee & Senior Services Advisory Committee**

The commonalities of both the committees was discussed. Helen Bacon motioned to combine the two boards and adopt the new bylaws. Laura Vlies Wotachek seconded the motion. All were in favor.

**b. Request to Refill Social Worker – Children and Families Services Position**

As mentioned under Correspondence, Beth Chisholm has accepted the Children's Services Manager position vacating her current position of Child Protection Social Worker position. Laura Vlies Wotachek motioned to refill this position with a second from Megan Lundahl. All were in favor.

**c. Request to Carryover Funds from 2017 to 2018**

A list of donations was provided in this agenda packet. Helen Bacon moved to carryover these funds to 2018. Roy Englebert provided the second. The motion carried.

**d. Poverty Study – Northern Door**

Wayne Kudick introduced David VanDyke. 40 individuals from Northern Door churches, including Wayne and David, continue to investigate poverty issues in an effort to be proactive rather than reactive. Topics include:

- Adequate and affordable housing
- 24 hour day care
- Food Supply
- Inadequate wages
- Mental Health & Drug Dependency
- Difficulty navigating systems already in place

Discussion involving Board members was to be inclusive of the entire county, complete comparatives for Northern Door, Sturgeon Bay and Southern Door, a housing study for needs and shortcomings, cooperative buying efforts among food pantries.

**e. Completion of Introductory Period – Cari Wild**

Cari has successfully completed her six month introductory period and will be a permanent employee effective March 25, 2018.

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

Requests for the following updates:

- "Written Off"
- Mental Health Focus Group
- Operation Fresh Start (in May)

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

**13. Meeting Per Diem Code-**

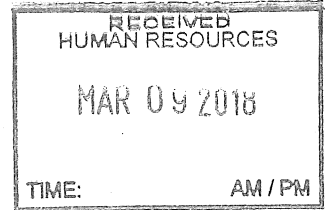
134

**14. Adjourn the Meeting:**

Roy Englebert motioned and Helen Bacon provided the second to adjourn the meeting. The motion carried. The meeting adjourned at 9:39am.

Respectfully submitted,  
Shawn M. Barlament, Recording Secretary

March 8, 2018




Joseph Krebsbach, Director  
Door County Human Services  
421 Nebraska St.  
Sturgeon Bay, WI 54235

Dear Joe,

I am writing to notify you that I will be resigning from my current position within the department in the Children and Families unit on 3/25/18 in order to accept the position of Children's Services program manager. I will fulfill my on-call assignment which is scheduled for 3/19/18 through 3/25/18, as well as all other obligations to my current case assignments, and be ready to begin in the Children's Services position on 3/26/18.

I would like to thank you for your support in this new endeavor and as I make the transition. I am proud and honored to have worked in Child Protective Services all of these years and look forward to this new opportunity.

Sincerely,

  
Beth Chisholm

Cc: Cori McFarlane, Deputy Director Human Services  
Doreen Goddard, manager Children and Families  
Kelly Hendee, Director of Human Resources

## **Human Services Board Written Agency Updates – April 2018**

### **I. Program Changes and Highlights**

- A. The Children & Families Support Services** Team is excited to have filled one of the management positions in the children's services group. Beth Chisholm started in that role on March 26<sup>th</sup>. Here is a message from Beth:

Hello! I am the newly hired Children's Services Program Manager here at the department. I will be managing the team that works with Children's Long Term Support waiver, Children's Community Options Program and Birth to Three services. I am no stranger to this department having worked in the Child Protective Services/Juvenile Justice unit for the past 26 years. I am looking forward to my new role within the department helping children and their families in a new and challenging capacity and being a part of the team that helps children achieve their highest potential and quality of life.

I have known and respected the women on this team from my former unit and am enjoying getting to know them even better, along with their various roles with children and families. There is a lot to learn, but I am up for the challenge and know that I am in good hands with the dedicated and knowledgeable staff from which I am learning the ropes.

Beth Chisholm

We continue to search for a leader for the Comprehensive Community Services Manager position. Most of the team members cover cases across all of these areas and they are doing a great job with the handling of intake on a daily rotation discussed last month. This process is making sure that the individuals do not fall between the cracks and the team is doing a great job of communicating as issues arise.

JoAnn Bauman in Finance is putting the final touch on all of the programs fiscal reporting for children's services. Each funding source requires reporting which happens behind the scenes but is crucial to the overall success of our operations. Along those lines, we received a letter from the State Department of Human Services letting us know our 2017 data from the Birth to 3 program meets all requirements for the year.

- B. DCDHS Adult Protective Services and Crisis Team.** Congratulations to Taylor Jandrin for successfully completing her 180-day probationary period and becoming our first Long Term Care/ Outreach case manager. Taylor will be working jointly with Rene Domask, the Mental Health Professional at the Door County Jail on "Operation Fresh Start". Operation Fresh Start is a cooperative effort with joint ownership between the local jail and community stakeholders that will strengthen families and homes by reducing recidivism and building safer communities. The purpose of "Operation Fresh Start" is to make a positive difference in the lives of offenders, their families, and our community by providing professional support services. We strive to implement a system of care to achieve their highest potential by providing a committed staff, community agencies and caring volunteers, with a high standard of excellence, to enhance reintegration and improve public safety. As of March 1, three inmates have voluntarily enrolled to complete course work and have started to meet with Taylor, who will provide ongoing case management to prepare the inmate for a successful transition back into the community.

- C. The **Community Support Program** wants to recognize the contributions made by our MSW Intern, Mary Simac, who will be graduating with her Master of Social Work from UW Green Bay in May of 2018. During her two semesters, she completed CSP and Crisis Orientation, provided direct case management services and is currently conducting a county wide survey to prepare a paper overviews the issue of Homelessness in Door County. Mary has agreed to stay on as a contracted Crisis Worker picking up two weekends a month.
- D. "Excitement and Relief" are the words of the month in the **Behavioral Health** team. They're here! Three new members of that team were warmly welcomed by the DCDHS staff. They are enthused to serve the citizens of Door County and are taking on the challenges of learning the electronic chart and meeting new clients. They are excited about being part of the team and looking forward to getting to know the staff at DCDHS better. Some of the items we will be working on: continued work on S.M.A.R.T goals, examining initial assessments and discussing measurement of progress in the work that we do. This is a great team and a wonderful time to be part of servicing Door County. We want to acknowledge the ladies who held down the fort for the last several months. Jamie Cole, Elizabeth Ziolkowski and Cassandra Schraft did an outstanding job in keeping services going in the absence of a supervisor and half of the team.
- E. The **Child Protective Services/Juvenile Justice** will be presenting this month in person so there is no written report.
- F. The **ADRC** continues to be a very busy place. We are excited to say that the number of meals served, telephone calls received, walk ins served, appointments scheduled, exercise room usage, etc. have all increased since our move into the new building. We will need to take additional time to see if this trend continues or eventually evens out. We are looking at trying to recruit volunteers to help with the increased workload.

## II. Noteworthy Events

- A. The Door County AOD Coalition, Mental Health Focus Group and the Department are partnering on the "Written Off" presentation. The documentary based on a Wisconsin man who became addicted to opiates will be shown on May 1<sup>st</sup> at Crossroads. The event will begin at 5:30 with a light dinner and the film will be shown at 6:00. Shortly after the film, there will be a panel presentation and a question and answer session. More details will be provided at the meeting. Please help spread the word.
- B. April is Child Abuse Prevention Month! Every child deserves to grow up in a safe, stable and nurturing environment. Show your support by promoting and strengthening child abuse prevention efforts in Wisconsin. On April 6<sup>th</sup>, please **Wear Blue** to show your support and during the month of April stop at the Library to view the Child Abuse Prevention display.

## III. Training & Staff Development

- A. Our second session of Ethics and Boundaries training was held for Human Services staff on March 28 in the Peninsula Room. We are glad to report that the majority of the staff have attended one of the two sessions. We believe it is important for staff to be able to discuss these issues openly.
- B. We have provided three separate trainings/discussions with the Sheriff's department staff regarding Emergency Detentions and the Crisis System. A fourth training is scheduled. The trainings covered the laws that need to be followed and the decision-making process of the crisis workers. These have been well received and help us keep communication open on what are often challenging cases.





**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:** Ashley LaLuzerne  
**Date:** 04.10.2018  
**Re:** Request for Expenditure Approval

**Expenditures since the last committee meeting held 03.13.2018**

\$	1,051.71	Elan Credit Card January-February 2018
\$	8,607.15	January 2018 Foster / Kinship Care Payments #2018-49
\$	31,532.44	February 2018 Foster / Kinship Care Payments #2018-64/#2018-76
\$	1,242.00	Invoices Paid Prior to April 10, 2018 not included in Batches
\$	42,433.30	

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

\$	316.32	Maintenance Dept. February 2018 gas usage - Fleet
\$	316.32	

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

\$	49,720.64	Monthly Vouchers - 2018 Batch Totals (Mar) #2018-36
\$	91,900.30	Monthly Vouchers -2018 Batch Totals (Mar) #2018-62
\$	43,245.44	Monthly Vouchers -2018 Batch Totals (Mar) #2018-96
\$	42,433.30	Expenditures since the last committee meeting held 03.13.2018
\$	316.32	Amounts paid to other County Departments as per above
\$	227,616.00	

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

\$	103,278.52	Monthly Vouchers -2018 Batch (Mar) #2018-53
\$	10,197.05	Monthly Vouchers -2018 Batch (Mar) #2018-65
\$	16,767.72	Monthly Vouchers -2018 Batch (Mar) #2018-105
\$	470.82	Walmart Card January-February 2018
\$	354.15	Walmart Card February-March 2018
\$	459.56	Invoices Paid Prior to April 10, 2018 not included in Batches
\$	131,527.82	

\$	359,143.82	<b>Total Expenditures and Vouchers</b>
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# VOUCHER

STATE OF WISCONSIN 2018

Door County

Submitted By:  
alaluzerne 02.27.2018

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Approved by: Department Head:

*[Signature]*

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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: \_\_\_\_\_

VENDOR ADDRESS: MONTHLY FOSTER/KINSHIP CARE PAYROLL

VENDOR ADDRESS: 421 Nebraska Street

- Added to Voucher Listing
- Voucher Listing Signed / Approved
- Meeting Date 08.08.2017
- 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				2018 Foster/Kinship Care for January 2018 3rd Batch		\$ 8,607.15	02.27.18	2018-49	
VOUCHER TOTAL							10	\$ 8,607.15	VOUCHER TOTAL	

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-00000049</b>		Batch Date 02/27/2018		Entered by User Ashley LaLuzerne					
Vendor <b>17929 - ADVOCATES FOR HEALTHY</b>									
Import - 1585	WISACWIS- PID:0008038182_Voucher:01818 _IM_02/26/2018	Paid by Check #656129		02/26/2018	02/27/2018	03/02/2018		03/02/2018	2,081.03
Import - 1586	WISACWIS- PID:0008038182_Voucher:01818 _IM_02/26/2018	Paid by Check #656129		02/26/2018	02/27/2018	03/02/2018		03/02/2018	2,081.03
Vendor <b>17929 - ADVOCATES FOR HEALTHY</b> Totals						Invoices	2		<u>\$4,162.06</u>
Vendor <b>22847 - MARINETTE COUNTY TREASURER</b>									
Import - 1584	WISACWIS- PID:0008020717_Voucher:01818 _IM_02/26/2018	Paid by Check #656130		02/26/2018	02/27/2018	03/02/2018		03/02/2018	4,445.09
Vendor <b>22847 - MARINETTE COUNTY TREASURER</b> Totals						Invoices	1		<u>\$4,445.09</u>
Batch Number <b>2018-00000049</b> Totals						Invoices	3		<u>\$8,607.15</u>
Department <b>47 - Human Services</b> Totals						Invoices	42		<u>\$58,327.79</u>
<b>47 Human Services</b>						Invoices	42		<u>\$58,327.79</u>
Grand Totals						Invoices	42		<u>\$58,327.79</u>

### VOUCHER

STATE OF WISCONSIN 2018  
Door County

Submitted By:  
alaluzerne 03.06.2018

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/KINSHIP CARE PAYROLL

VENDOR ADDRESS: 421 Nebraska Street

Added to Voucher Listing

Voucher Listing Signed / Approved  
Meeting Date 08.08.2017

Hold For Approval / Documentation  
After Processing

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

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number
240	47				2018 Foster/Kinship Care for February 2018 1st Batch		\$ 23,758.17	03.06.18	2018-64

# Accounts Payable Invoice Report

G/L Date Range 03/06/18 - 03/06/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department 47 - Human Services									
Batch Number 2018-0000064		Batch Date 03/06/2018			Entered by User Ashley LaLuzerne				
Vendor 21818 - [REDACTED]									
Import - 1613	WISACWIS- PID:0008063756_Voucher:01819 _IM_03/05/2018	Paid by Check #656340		03/05/2018	03/06/2018	03/06/2018		03/08/2018	394.00
Import - 1614	WISACWIS- PID:0008063756_Voucher:01819 _IM_03/05/2018	Paid by Check #656340		03/05/2018	03/06/2018	03/06/2018		03/08/2018	176.00
Import - 1615	WISACWIS- PID:0008063756_Voucher:01819 _IM_03/05/2018	Paid by Check #656340		03/05/2018	03/06/2018	03/06/2018		03/08/2018	197.40
Vendor 21818 - [REDACTED] Totals							Invoices	3	\$767.40
Vendor 9479 - [REDACTED]									
Import - 1588	WISACWIS- PID:0008000379_Voucher:01819 _IM_03/05/2018	Paid by Check #656341		03/05/2018	03/06/2018	03/06/2018		03/08/2018	490.00
Import - 1589	WISACWIS- PID:0008000379_Voucher:01819 _IM_03/05/2018	Paid by Check #656341		03/05/2018	03/06/2018	03/06/2018		03/08/2018	377.14
Vendor 9479 - [REDACTED] Totals							Invoices	2	\$867.14
Vendor 13963 - [REDACTED]									
Import - 1587	WISACWIS- PID:0006910123_Voucher:01819 _IM_03/05/2018	Paid by Check #656342		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 13963 - [REDACTED] Totals							Invoices	1	\$238.00
Vendor 19526 - [REDACTED]									
Import - 1596	WISACWIS- PID:0008024832_Voucher:01819 _IM_03/05/2018	Paid by Check #656343		03/05/2018	03/06/2018	03/06/2018		03/08/2018	490.00
Import - 1597	WISACWIS- PID:0008024832_Voucher:01819 _IM_03/05/2018	Paid by Check #656343		03/05/2018	03/06/2018	03/06/2018		03/08/2018	336.00
Import - 1598	WISACWIS- PID:0008024832_Voucher:01819 _IM_03/05/2018	Paid by Check #656343		03/05/2018	03/06/2018	03/06/2018		03/08/2018	1,150.00
Vendor 19526 - [REDACTED] Totals							Invoices	3	\$1,976.00
Vendor 242 - [REDACTED]									
Import - 1590	WISACWIS- PID:0008015044_Voucher:01819 _IM_03/05/2018	Paid by Check #656344		03/05/2018	03/06/2018	03/06/2018		03/08/2018	490.00

# Accounts Payable Invoice Report

G/L Date Range 03/06/18 - 03/06/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number 2018-0000064		Batch Date 03/06/2018		Entered by User Ashley LaLuzerne					
Vendor 242 - [REDACTED]									
Import - 1591	WISACWIS- PID:0008015044_Voucher:01819 _IM_03/05/2018	Paid by Check #656344		03/05/2018	03/06/2018	03/06/2018		03/08/2018	104.00
Import - 1592	WISACWIS- PID:0008015044_Voucher:01819 _IM_03/05/2018	Paid by Check #656344		03/05/2018	03/06/2018	03/06/2018		03/08/2018	124.26
Vendor 242 - [REDACTED] totals							Invoices	3	\$718.26
Vendor 21744 - [REDACTED]									
Import - 1616	WISACWIS- PID:0008063868_Voucher:01819 _IM_03/05/2018	Paid by Check #656345		03/05/2018	03/06/2018	03/06/2018		03/08/2018	431.00
Import - 1617	WISACWIS- PID:0008063868_Voucher:01819 _IM_03/05/2018	Paid by Check #656345		03/05/2018	03/06/2018	03/06/2018		03/08/2018	275.61
Vendor 21744 - [REDACTED] totals							Invoices	2	\$706.61
Vendor 13223 - [REDACTED]									
Import - 1599	WISACWIS- PID:0008034652_Voucher:01819 _IM_03/05/2018	Paid by Check #656346		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 13223 - [REDACTED] totals							Invoices	1	\$238.00
Vendor 21729 - [REDACTED]									
Import - 1618	WISACWIS- PID:0008064158_Voucher:01819 _IM_03/05/2018	Paid by Check #656347		03/05/2018	03/06/2018	03/06/2018		03/08/2018	394.00
Vendor 21729 - [REDACTED] totals							Invoices	1	\$394.00
Vendor 22478 - [REDACTED]									
Import - 1623	WISACWIS- PID:0008080114_Voucher:01819 _IM_03/05/2018	Paid by Check #656348		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 22478 - [REDACTED] totals							Invoices	1	\$238.00
Vendor 22022 - [REDACTED]									
Import - 1619	WISACWIS- PID:0008067102_Voucher:01819 _IM_03/05/2018	Paid by Check #656349		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 22022 - [REDACTED] totals							Invoices	1	\$238.00

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G/L Date Range 03/06/18 - 03/06/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Batch Number 2013-00000064		Batch Date 03/06/2018		Entered by User Ashley LaLuzerne						
Vendor 21012 - [REDACTED]										
Import - 1602	WISACWIS- PID:0008042054_Voucher:01819 _IM_03/05/2018	Paid by Check #656350		03/05/2018	03/06/2018	03/06/2018		03/08/2018	511.00	
Import - 1603	WISACWIS- PID:0008042054_Voucher:01819 _IM_03/05/2018	Paid by Check #656350		03/05/2018	03/06/2018	03/06/2018		03/08/2018	340.00	
Import - 1604	WISACWIS- PID:0008042054_Voucher:01819 _IM_03/05/2018	Paid by Check #656350		03/05/2018	03/06/2018	03/06/2018		03/08/2018	759.00	
Vendor 21012 - [REDACTED] totals								Invoices	3	<u>\$1,610.00</u>
Vendor 17937 - [REDACTED]										
Import - 1600	WISACWIS- PID:0008040115_Voucher:01819 _IM_03/05/2018	Paid by Check #656351		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00	
Import - 1601	WISACWIS- PID:0008040115_Voucher:01819 _IM_03/05/2018	Paid by Check #656351		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00	
Vendor 17937 - [REDACTED] totals								Invoices	2	<u>\$476.00</u>
Vendor 22502 - [REDACTED]										
Import - 1624	WISACWIS- PID:0008080393_Voucher:01819 _IM_03/05/2018	Paid by Check #656352		03/05/2018	03/06/2018	03/06/2018		03/08/2018	394.00	
Import - 1625	WISACWIS- PID:0008080393_Voucher:01819 _IM_03/05/2018	Paid by Check #656352		03/05/2018	03/06/2018	03/06/2018		03/08/2018	48.00	
Import - 1626	WISACWIS- PID:0008080393_Voucher:01819 _IM_03/05/2018	Paid by Check #656352		03/05/2018	03/06/2018	03/06/2018		03/08/2018	678.00	
Vendor 22502 - [REDACTED] totals								Invoices	3	<u>\$1,120.00</u>
Vendor 20836 - [REDACTED]										
Import - 1611	WISACWIS- PID:0008057128_Voucher:01819 _IM_03/05/2018	Paid by Check #656353		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00	
Import - 1612	WISACWIS- PID:0008057128_Voucher:01819 _IM_03/05/2018	Paid by Check #656353		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00	
Vendor 20836 - [REDACTED] totals								Invoices	2	<u>\$476.00</u>

# Accounts Payable Invoice Report

G/L Date Range 03/06/18 - 03/06/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number 2018-00000064		Batch Date 03/06/2018		Entered by User Ashley LaLuzerne					
Vendor 6476 -	OCONOMOWOC DEV TRAINING CENTER								
Import - 1595	WISACWIS- PID:0008019479_Voucher:01819 _IM_03/05/2018	Paid by Check #656354		03/05/2018	03/06/2018	03/06/2018		03/08/2018	10,672.76
Vendor 6476 -		OCONOMOWOC DEV TRAINING CENTER Totals				Invoices		1	\$10,672.76
Vendor 8116 -	[REDACTED]								
Import - 1593	WISACWIS- PID:0008017407_Voucher:01819 _IM_03/05/2018	Paid by Check #656355		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Import - 1594	WISACWIS- PID:0008017407_Voucher:01819 _IM_03/05/2018	Paid by Check #656355		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 8116 -		[REDACTED] Totals				Invoices		2	\$476.00
Vendor 22153 -	[REDACTED]								
Import - 1620	WISACWIS- PID:0008067949_Voucher:01819 _IM_03/05/2018	Paid by Check #656356		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Import - 1621	WISACWIS- PID:0008067949_Voucher:01819 _IM_03/05/2018	Paid by Check #656356		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 22153 -		[REDACTED] Totals				Invoices		2	\$476.00
Vendor 22316 -	[REDACTED]								
Import - 1622	WISACWIS- PID:0008079501_Voucher:01819 _IM_03/05/2018	Paid by Check #656357		03/05/2018	03/06/2018	03/06/2018		03/08/2018	238.00
Vendor 22316 -		[REDACTED] Totals				Invoices		1	\$238.00
Vendor 16915 -	[REDACTED]								
Import - 1605	WISACWIS- PID:0008042309_Voucher:01819 _IM_03/05/2018	Paid by Check #656358		03/05/2018	03/06/2018	03/06/2018		03/08/2018	431.00
Import - 1606	WISACWIS- PID:0008042309_Voucher:01819 _IM_03/05/2018	Paid by Check #656358		03/05/2018	03/06/2018	03/06/2018		03/08/2018	48.00
Import - 1607	WISACWIS- PID:0008042309_Voucher:01819 _IM_03/05/2018	Paid by Check #656358		03/05/2018	03/06/2018	03/06/2018		03/08/2018	431.00
Import - 1608	WISACWIS- PID:0008042309_Voucher:01819 _IM_03/05/2018	Paid by Check #656358		03/05/2018	03/06/2018	03/06/2018		03/08/2018	48.00



# Accounts Payable Invoice Report

G/L Date Range 03/06/18 - 03/06/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number 2018-00000064		Batch Date 03/06/2018		Entered by User Ashley LaLuzerne					
Vendor 16915 - [REDACTED]									
Import - 1609	WISACWIS- PID:0008042309_Voucher:01819 _IM_03/05/2018	Paid by Check #656358		03/05/2018	03/06/2018	03/06/2018		03/08/2018	490.00
Import - 1610	WISACWIS- PID:0008042309_Voucher:01819 _IM_03/05/2018	Paid by Check #656358		03/05/2018	03/06/2018	03/06/2018		03/08/2018	384.00
Vendor 16915 - [REDACTED] Totals						Invoices	6		\$1,832.00
Batch Number 2018-00000064 Totals						Invoices	40		\$23,758.17
Department 47 - Human Services Totals						Invoices	40		\$23,758.17
47 Human Services				Grand Totals		Invoices	40		\$23,758.17

**VOUCHER**

**STATE OF WISCONSIN**

**2018**

**Door County**

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/KINSHIP CARE PAYROLL

VENDOR ADDRESS: 421 Nebraska Street

Submitted By: alaluzerne 03.13.2018

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Approved by: Department Head:

*[Signature]*

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Approved by: Committee Chair / County Administrator

Added to Voucher Listing

Voucher Listing Signed / Approved

Meeting Date 08.08.2017

Hold For Approval / Documentation After Processing

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

This Area to be Completed by Finance Department

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
240	47				2018 Foster/Kinship Care for February 2018 2nd Batch		\$ 7,774.27	03.13.18	2018-76	
18							\$ 7,774.27	VOUCHER TOTAL		

VOUCHER TOTAL

# Accounts Payable Invoice Report

G/L Date Range 03/13/18 - 03/13/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 17929 - ADVOCATES FOR HEALTHY									
Import - 1628	WISACWIS- PID:0008038182_Voucher:01820 _IM_03/12/2018	Paid by Check #100043		03/12/2018	03/13/2018	03/13/2018		03/22/2018	1,879.64
Import - 1629	WISACWIS- PID:0008038182_Voucher:01820 _IM_03/12/2018	Paid by Check #100043		03/12/2018	03/13/2018	03/13/2018		03/22/2018	1,879.64
Vendor 17929 - ADVOCATES FOR HEALTHY Totals						Invoices	2		<u>\$3,759.28</u>
Vendor 22847 - MARINETTE COUNTY TREASURER									
Import - 1627	WISACWIS- PID:0008020717_Voucher:01820 _IM_03/12/2018	Paid by Check #100044		03/12/2018	03/13/2018	03/13/2018		03/22/2018	4,014.92
Vendor 22847 - MARINETTE COUNTY TREASURER Totals						Invoices	1		<u>\$4,014.92</u>
Vendor 9215 - [REDACTED]									
Import - 1630	WISACWIS- PID:0008026706_Voucher:01820 _IM_03/12/2018	Paid by Check #100045		03/12/2018	03/13/2018	03/13/2018		03/22/2018	.03
Import - 1631	WISACWIS- PID:0008026706_Voucher:01820 _IM_03/12/2018	Paid by Check #100045		03/12/2018	03/13/2018	03/13/2018		03/22/2018	.04
Vendor 9215 - [REDACTED] Totals						Invoices	2		<u>\$0.07</u>
Grand Totals						Invoices	5		<u><u>\$7,774.27</u></u>

# VOUCHER

STATE OF WISCONSIN

2018

Door County

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

Submitted By:  
 alaluzerne 03.02.2018

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Approved by: Department Head:

Approved by: Committee Chair /  
 County Administrator

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	
240	47				SUBMITTED FOR PAYMENT, BATCH 2018-36, March 2018-1st Batch Processing		\$49,720.64		various - as attached	
<b>VOUCHER TOTAL</b>							<b>\$ 49,720.64</b>	<b>VOUCHER TOTAL</b>		

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department <b>47 - Human Services</b>									
Batch Number <b>2018-0000036</b>		Batch Date 02/19/2018			Entered by User Ashley LaLuzerne				
Vendor <b>17929 - ADVOCATES FOR HEALTHY</b>									
17929 012018-2	Jan 2018 CCS Services/Phone Calls DB	Paid by Check #656170		02/19/2018	02/19/2018	03/02/2018		03/07/2018	178.70
Vendor <b>17929 - ADVOCATES FOR HEALTHY</b> Totals							Invoices	1	<u>\$178.70</u>
Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b>									
13325 012018	Jan 2018 Respite/Mileage	Paid by Check #656171		02/19/2018	02/19/2018	03/02/2018		03/07/2018	531.78
Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b> Totals							Invoices	1	<u>\$531.78</u>
Vendor <b>4611 - AUTISM SOCIETY OF WISCONSIN</b>									
4611 022018	Autism Conf Fees/Membership Fee	Paid by Check #656172		03/02/2018	03/02/2018	03/02/2018		03/07/2018	425.00
Vendor <b>4611 - AUTISM SOCIETY OF WISCONSIN</b> Totals							Invoices	1	<u>\$425.00</u>
Vendor <b>21177 - BAY COUNSELING CLINIC, LLP</b>									
21177 012018-2	Jan 2018 CCS Services	Paid by Check #656173		02/19/2018	02/19/2018	03/02/2018		03/07/2018	1,023.00
Vendor <b>21177 - BAY COUNSELING CLINIC, LLP</b> Totals							Invoices	1	<u>\$1,023.00</u>
Vendor <b>2176 - BELLIN HEALTH</b>									
2018-00000018	Jan 2018 CCS Services	Paid by Check #656174		03/02/2018	03/02/2018	03/02/2018		03/07/2018	969.00
Vendor <b>2176 - BELLIN HEALTH</b> Totals							Invoices	1	<u>\$969.00</u>
Vendor <b>2435 - [REDACTED]</b>									
2435 022018	Feb 2018 Emp Mileage Reim 66mi	Paid by Check #656175		03/02/2018	03/02/2018	03/02/2018		03/07/2018	35.97
Vendor <b>2435 - [REDACTED]</b> Totals							Invoices	1	<u>\$35.97</u>
Vendor <b>2571 - BOYS &amp; GIRLS CLUB OF DOOR CNTY</b>									
2571 012018-2	Jan 2018 CCS Services	Paid by Check #656176		02/19/2018	02/19/2018	03/02/2018		03/07/2018	1,241.00
Vendor <b>2571 - BOYS &amp; GIRLS CLUB OF DOOR CNTY</b> Totals							Invoices	1	<u>\$1,241.00</u>
Vendor <b>22222 - [REDACTED]</b>									
22222 022018	Feb 18 Emp Mileage Reim 270mi	Paid by Check #656177		03/02/2018	03/02/2018	03/02/2018		03/07/2018	147.15
Vendor <b>22222 - [REDACTED]</b> Totals							Invoices	1	<u>\$147.15</u>
Vendor <b>3640 - BROTOLOC HEALTH CARE SYSTEM IN</b>									
3640 022018	Feb 2018 CBRF/Jan 18 Adjustment to rate	Paid by Check #656178		03/02/2018	03/02/2018	03/02/2018		03/07/2018	9,466.00
Vendor <b>3640 - BROTOLOC HEALTH CARE SYSTEM IN</b> Totals							Invoices	1	<u>\$9,466.00</u>
Vendor <b>3680 - BROWN COUNTY HUMAN SERVICES</b>									
3680 022018	Feb 2018 Shelter Care 1 day	Paid by Check #656179		03/02/2018	03/02/2018	03/02/2018		03/07/2018	227.00
Vendor <b>3680 - BROWN COUNTY HUMAN SERVICES</b> Totals							Invoices	1	<u>\$227.00</u>

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18

Report By Department - Batch - Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-00000036</b>		Batch Date 02/19/2018		Entered by User Ashley LaLuzerne					
Vendor <b>1882 - CARE WISCONSIN</b>									
1882 022018	Feb 2018 Refund for Overpayment	Paid by Check #656180		02/19/2018	02/19/2018	03/02/2018		03/07/2018	810.36
Vendor <b>1882 - CARE WISCONSIN</b> Totals							Invoices	1	<u>\$810.36</u>
Vendor <b>5929 - CDW GOVERNMENT INC</b>									
5929 022018	Feb 2018 Ipad for CLTS client	Paid by Check #656181		03/02/2018	03/02/2018	03/02/2018		03/07/2018	543.49
Vendor <b>5929 - CDW GOVERNMENT INC</b> Totals							Invoices	1	<u>\$543.49</u>
Vendor <b>6361 - COUNSELING ASSOCIATES OF DOOR</b>									
6361 012018-2	Jan 2018 CCS Services	Paid by Check #656182		02/19/2018	02/19/2018	03/02/2018		03/07/2018	306.00
Vendor <b>6361 - COUNSELING ASSOCIATES OF DOOR</b> Totals							Invoices	1	<u>\$306.00</u>
Vendor <b>6876 - [REDACTED]</b>									
6876 022018	Feb 18 Emp Mileage Reim 193mi	Paid by Check #656183		03/02/2018	03/02/2018	03/02/2018		03/07/2018	105.19
Vendor <b>6876 - [REDACTED]</b> Totals							Invoices	1	<u>\$105.19</u>
Vendor <b>1836 - DOOR COUNTY YMCA</b>									
1836 032018	Mar 2018 Joining/Membership Fees	Paid by Check #656184		03/02/2018	03/02/2018	03/02/2018		03/07/2018	221.50
Vendor <b>1836 - DOOR COUNTY YMCA</b> Totals							Invoices	1	<u>\$221.50</u>
Vendor <b>21410 - DYNAMIC FAMILY SOLUTIONS</b>									
21410 012018-2	Jan 18 CCS Services/Feb 18 Copays/Feb 18 AODA	Paid by Check #656185		02/19/2018	02/19/2018	03/02/2018		03/07/2018	3,521.20
Vendor <b>21410 - DYNAMIC FAMILY SOLUTIONS</b> Totals							Invoices	1	<u>\$3,521.20</u>
Vendor <b>20081 - [REDACTED]</b>									
20081 022018	Feb 2018 Emp Mileage/Meal Reim	Paid by Check #656186		03/02/2018	03/02/2018	03/02/2018		03/07/2018	92.71
Vendor <b>20081 - [REDACTED]</b> Totals							Invoices	1	<u>\$92.71</u>
Vendor <b>3841 - FAMILY SERVICES</b>									
3841 012018-2	Jan 2018 CCS Services	Paid by Check #656187		02/19/2018	02/19/2018	03/02/2018		03/07/2018	1,298.40
Vendor <b>3841 - FAMILY SERVICES</b> Totals							Invoices	1	<u>\$1,298.40</u>
Vendor <b>7857 - FOUNDATIONS HEALTH &amp; WHOLENESS</b>									
7857 012018	Jan 2018 CCS Services 4.3hrs	Paid by Check #656188		02/19/2018	02/19/2018	03/02/2018		03/07/2018	438.60
Vendor <b>7857 - FOUNDATIONS HEALTH &amp; WHOLENESS</b> Totals							Invoices	1	<u>\$438.60</u>
Vendor <b>242 - [REDACTED]</b>									
242 022018-2	Feb/Mar 2018 Respite	Paid by Check #656189		03/02/2018	03/02/2018	03/02/2018		03/07/2018	120.00
Vendor <b>242 - [REDACTED]</b> Totals							Invoices	1	<u>\$120.00</u>

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Batch Number <b>2018-0000036</b>		Batch Date 02/19/2018		Entered by User Ashley LaLuzerne						
<b>Vendor 17401 - HIRN MENTAL HEALTH COUNSELING</b>										
17401 032018	Feb/Mar 18 Wash Island Outpt/AODA	Paid by Check #656190		03/02/2018	03/02/2018	03/02/2018		03/07/2018	2,340.00	
Vendor <b>17401 - HIRN MENTAL HEALTH COUNSELING</b> Totals								Invoices	1	<u>\$2,340.00</u>
<b>Vendor 5078 - INNOVATIVE SERVICES, INC.</b>										
5078 012018-2	Jan 2018 CCS Services	Paid by Check #656191		02/19/2018	02/19/2018	03/02/2018		03/07/2018	1,601.40	
Vendor <b>5078 - INNOVATIVE SERVICES, INC.</b> Totals								Invoices	1	<u>\$1,601.40</u>
<b>Vendor 22586 - [REDACTED]</b>										
22586 022018	Feb 26,2018 Respite	Paid by Check #656192		03/02/2018	03/02/2018	03/02/2018		03/07/2018	62.50	
Vendor <b>22586 - [REDACTED]</b> Totals								Invoices	1	<u>\$62.50</u>
<b>Vendor 5555 - JULIE TOYNE</b>										
5555 022018	Feb 18 B3 Therapy/Mileage	Paid by Check #656193		03/02/2018	03/02/2018	03/02/2018		03/07/2018	4,428.90	
Vendor <b>5555 - JULIE TOYNE</b> Totals								Invoices	1	<u>\$4,428.90</u>
<b>Vendor 22837 - LIVINGSTON COUNSELING AND</b>										
22837 022018	Jan/Feb 2018 CCS Contracted Services	Paid by Check #656194		03/02/2018	03/02/2018	03/02/2018		03/07/2018	1,251.25	
Vendor <b>22837 - LIVINGSTON COUNSELING AND</b> Totals								Invoices	1	<u>\$1,251.25</u>
<b>Vendor 22847 - MARINETTE COUNTY TREASURER</b>										
22847 012018	Jan 2018 Group Home Expense	Paid by Check #656195		03/02/2018	03/02/2018	03/02/2018		03/07/2018	1,271.00	
Vendor <b>22847 - MARINETTE COUNTY TREASURER</b> Totals								Invoices	1	<u>\$1,271.00</u>
<b>Vendor 2006 - [REDACTED]</b>										
2006 022018	Feb 2018 Emp Mileage/Meal Reim	Paid by Check #656196		03/02/2018	03/02/2018	03/02/2018		03/07/2018	191.07	
Vendor <b>2006 - [REDACTED]</b> Totals								Invoices	1	<u>\$191.07</u>
<b>Vendor 1053 - [REDACTED]</b>										
1053 012018	Jan 8,18 112.55 Med/Thera Supp	Paid by Check #656197		03/02/2018	03/02/2018	03/02/2018		03/07/2018	133.57	
Vendor <b>1053 - [REDACTED]</b> Totals								Invoices	1	<u>\$133.57</u>
<b>Vendor 8169 - MICHAEL P SAYERS PHD</b>										
8169 022018	Feb 18 Pysch Services 36hrs	Paid by Check #656198		03/02/2018	03/02/2018	03/02/2018		03/07/2018	2,565.00	
Vendor <b>8169 - MICHAEL P SAYERS PHD</b> Totals								Invoices	1	<u>\$2,565.00</u>
<b>Vendor 22267 - [REDACTED]</b>										
22267 022018	Feb 18 Disposal of Client's Large Furniture	Paid by Check #656199		03/02/2018	03/02/2018	03/02/2018		03/07/2018	10.64	
Vendor <b>22267 - [REDACTED]</b> Totals								Invoices	1	<u>\$10.64</u>

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-0000036</b>		Batch Date 02/19/2018		Entered by User Ashley LaLuzerne					
Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b>									
17442 012018-2	Jan 2018 CCS Services	Paid by Check #656200		02/19/2018	02/19/2018	03/02/2018		03/07/2018	2,193.00
Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b> Totals						Invoices	1		\$2,193.00
Vendor <b>9215 - [REDACTED]</b>									
9215 112017	Nov 2017 Foster Parent Training/Lodging	Paid by Check #656201		03/02/2018	03/02/2018	03/02/2018		03/07/2018	768.26
Vendor <b>9215 - [REDACTED]</b> Totals						Invoices	1		\$768.26
Vendor <b>7694 - SPECIALIZED SERVICES LLC</b>									
7694 012018-2	Jan 2018 CCS Services	Paid by Check #656202		02/19/2018	02/19/2018	03/02/2018		03/07/2018	4,647.40
Vendor <b>7694 - SPECIALIZED SERVICES LLC</b> Totals						Invoices	1		\$4,647.40
Vendor <b>15069 - STAPLES ADVANTAGE</b>									
15069 022018	Jan/Feb 2018 HS Office Supplies	Paid by Check #656203		03/02/2018	03/02/2018	03/02/2018		03/07/2018	525.45
Vendor <b>15069 - STAPLES ADVANTAGE</b> Totals						Invoices	1		\$525.45
Vendor <b>22555 - [REDACTED]</b>									
22555 022018	Feb 18 Emp Mileage Reim 300mi	Paid by Check #656204		03/02/2018	03/02/2018	03/02/2018		03/07/2018	163.50
Vendor <b>22555 - [REDACTED]</b> Totals						Invoices	1		\$163.50
Vendor <b>3823 - TIMOTHY HICKEY</b>									
3823 022018	Feb 2018 OWI Assessments	Paid by Check #656205		03/02/2018	03/02/2018	03/02/2018		03/07/2018	470.00
Vendor <b>3823 - TIMOTHY HICKEY</b> Totals						Invoices	1		\$470.00
Vendor <b>13022 - WENDY RAY</b>									
13022 022018	Feb 18 B3 Therapy/Mileage	Paid by Check #656206		03/02/2018	03/02/2018	03/02/2018		03/07/2018	5,112.07
Vendor <b>13022 - WENDY RAY</b> Totals						Invoices	1		\$5,112.07
Vendor <b>4331 - WI DEPT OF JUSTICE CRIME INFO</b>									
4331 022018	Jan/Feb 2018 Background Checks	Paid by Check #656207		03/02/2018	03/02/2018	03/02/2018		03/07/2018	140.00
Vendor <b>4331 - WI DEPT OF JUSTICE CRIME INFO</b> Totals						Invoices	1		\$140.00
Vendor <b>5999 - WISCONSIN DOCUMENT IMAGING</b>									
5999 022018	Feb 2018 HS/APS Copies	Paid by Check #656208		03/02/2018	03/02/2018	03/02/2018		03/07/2018	143.58
Vendor <b>5999 - WISCONSIN DOCUMENT IMAGING</b> Totals						Invoices	1		\$143.58
Batch Number <b>2018-0000036</b> Totals						Invoices	39		\$49,720.64



**VOUCHER**

STATE OF WISCONSIN

2018

Door County

Submitted By: alaluzerne 03.16.2018
Approved by: Department Head:  <i>Roni M. Yablone</i>
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	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
240	47				SUBMITTED FOR PAYMENT, BATCH 2018-62, March 2018-2nd Batch Processing		\$91,900.30		various - as attached	
<b>VOUCHER TOTAL</b>							<b>\$ 91,900.30</b>	<b>VOUCHER TOTAL</b>		

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department <b>47 - Human Services</b>									
Batch Number <b>2018-0000062</b>		Batch Date 03/16/2018			Entered by User Ashley LaLuzerne				
Vendor <b>17929 - ADVOCATES FOR HEALTHY</b>									
17929 022018	Feb 2018 CCS Services	Paid by Check #100000		03/16/2018	03/16/2018	03/16/2018		03/20/2018	6,388.30
Vendor <b>17929 - ADVOCATES FOR HEALTHY</b> Totals						Invoices	1		<u>\$6,388.30</u>
Vendor <b>21173 - [REDACTED]</b>									
21173 022018	Feb 18 Emp Mileage Reim 92mi	Paid by Check #100001		03/16/2018	03/16/2018	03/16/2018		03/20/2018	50.14
Vendor <b>21173 - [REDACTED]</b> Totals						Invoices	1		<u>\$50.14</u>
Vendor <b>21177 - BAY COUNSELING CLINIC, LLP</b>									
21177 022018	Feb 2018 CCS Services	Paid by Check #100002		03/16/2018	03/16/2018	03/16/2018		03/20/2018	2,877.00
Vendor <b>21177 - BAY COUNSELING CLINIC, LLP</b> Totals						Invoices	1		<u>\$2,877.00</u>
Vendor <b>21036 - BAY HOMETOWN PHARMACY LLC</b>									
21036 032018	March 2018 Patient Meds	Paid by Check #100003		03/16/2018	03/16/2018	03/16/2018		03/20/2018	402.39
Vendor <b>21036 - BAY HOMETOWN PHARMACY LLC</b> Totals						Invoices	1		<u>\$402.39</u>
Vendor <b>2176 - BELLIN HEALTH</b>									
2176 012018	Jan 2018 CCS Services	Paid by Check #100004		03/16/2018	03/16/2018	03/16/2018		03/20/2018	867.00
Vendor <b>2176 - BELLIN HEALTH</b> Totals						Invoices	1		<u>\$867.00</u>
Vendor <b>2571 - BOYS &amp; GIRLS CLUB OF DOOR CNTY</b>									
2571 022018	Feb 2018 CCS Services	Paid by Check #100005		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,105.00
Vendor <b>2571 - BOYS &amp; GIRLS CLUB OF DOOR CNTY</b> Totals						Invoices	1		<u>\$1,105.00</u>
Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b>									
4818 032018	Mar 18 WHEAP/CCS/HS/APS Cell Phones	Paid by Check #100006		03/16/2018	03/16/2018	03/16/2018		03/20/2018	733.76
Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b> Totals						Invoices	1		<u>\$733.76</u>
Vendor <b>6361 - COUNSELING ASSOCIATES OF DOOR</b>									
6361 022018	Feb 2018 CCS Services	Paid by Check #100007		03/16/2018	03/16/2018	03/16/2018		03/20/2018	3,294.60
Vendor <b>6361 - COUNSELING ASSOCIATES OF DOOR</b> Totals						Invoices	1		<u>\$3,294.60</u>
Vendor <b>22679 - CW FAMILY SOLUTIONS LLC</b>									
22679 022018	Feb 18 Supervised Visits 3hrs	Paid by Check #100008		03/16/2018	03/16/2018	03/16/2018		03/20/2018	75.00
Vendor <b>22679 - CW FAMILY SOLUTIONS LLC</b> Totals						Invoices	1		<u>\$75.00</u>
Vendor <b>9479 - [REDACTED]</b>									
9479 032018	March 12, 2018 Respite	Paid by Check #100009		03/16/2018	03/16/2018	03/16/2018		03/20/2018	30.00
Vendor <b>9479 - [REDACTED]</b> Totals						Invoices	1		<u>\$30.00</u>

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-0000062</b>		Batch Date 03/16/2018		Entered by User Ashley LaLuzerne					
Vendor <b>19526 - [REDACTED]</b>									
19526 122017	Dec 2017 YMCA Membership	Paid by Check #100010		03/16/2018	03/16/2018	03/16/2018		03/20/2018	250.00
		Vendor <b>19526 - [REDACTED]</b> Totals				Invoices	1		\$250.00
Vendor <b>3213 - DEPARTMENT OF CORRECTIONS</b>									
3213 022018	Feb 2018 YA Corrections	Paid by Check #100011		03/16/2018	03/16/2018	03/16/2018		03/20/2018	9,120.00
		Vendor <b>3213 - DEPARTMENT OF CORRECTIONS</b> Totals				Invoices	1		\$9,120.00
Vendor <b>22596 - DEY COUNSELING SERVICE LLC</b>									
22596 022018	Feb 2018 CCS Services 17hrs	Paid by Check #100012		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,734.00
		Vendor <b>22596 - DEY COUNSELING SERVICE LLC</b> Totals				Invoices	1		\$1,734.00
Vendor <b>8770 - DOOR COUNTY MEMORIAL HOSPITAL</b>									
8770 022018	Feb 18 B3 OT/PT Therapy/Mileage	Paid by Check #100013		03/16/2018	03/16/2018	03/16/2018		03/20/2018	5,611.75
		Vendor <b>8770 - DOOR COUNTY MEMORIAL HOSPITAL</b> Totals				Invoices	1		\$5,611.75
Vendor <b>21410 - DYNAMIC FAMILY SOLUTIONS</b>									
21410 022018	Feb 18 CCS Services	Paid by Check #100014		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,295.40
		Vendor <b>21410 - DYNAMIC FAMILY SOLUTIONS</b> Totals				Invoices	1		\$1,295.40
Vendor <b>9674 - ECONO FOODS</b>									
9674 022018	Feb 2018 CSP purchase for Jak's Place	Paid by Check #100015		03/16/2018	03/16/2018	03/16/2018		03/20/2018	51.68
		Vendor <b>9674 - ECONO FOODS</b> Totals				Invoices	1		\$51.68
Vendor <b>22233 - [REDACTED]</b>									
22233 022018	Feb 18 Emp Mileage Reim 880mi	Paid by Check #100016		03/16/2018	03/16/2018	03/16/2018		03/20/2018	479.60
		Vendor <b>22233 - [REDACTED]</b> Totals				Invoices	1		\$479.60
Vendor <b>3841 - FAMILY SERVICES</b>									
3841 022018	Feb 2018 CCS/SELF/Healthy Families/Crisis Center	Paid by Check #100017		03/16/2018	03/16/2018	03/16/2018		03/20/2018	11,548.40
		Vendor <b>3841 - FAMILY SERVICES</b> Totals				Invoices	1		\$11,548.40
Vendor <b>2313 - GENERATIONS COMMUNITY SERVICES</b>									
2313 022018	Feb 2018 CCS Services 24.4hrs	Paid by Check #100018		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,822.10
		Vendor <b>2313 - GENERATIONS COMMUNITY SERVICES</b> Totals				Invoices	1		\$1,822.10
Vendor <b>13420 - HELP OF DOOR COUNTY INC</b>									
13420 022018	Feb 18 Supervsed Visits 91.5hrs	Paid by Check #100019		03/16/2018	03/16/2018	03/16/2018		03/20/2018	2,287.50
		Vendor <b>13420 - HELP OF DOOR COUNTY INC</b> Totals				Invoices	1		\$2,287.50

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-00000062</b>		Batch Date 03/16/2018		Entered by User Ashley LaLuzerne					
Vendor <b>5078 - INNOVATIVE SERVICES, INC.</b>									
5078 022018	Feb 18 CCS Services 16.4hrs	Paid by Check #100020		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,672.80
Vendor <b>5078 - INNOVATIVE SERVICES, INC.</b> Totals						Invoices	1		<u>\$1,672.80</u>
Vendor <b>22015 - [REDACTED]</b>									
22015 022018	Feb 18 Emp Mileage Reim 76mi	Paid by Check #100021		03/16/2018	03/16/2018	03/16/2018		03/20/2018	41.42
Vendor <b>22015 - [REDACTED]</b> Totals						Invoices	1		<u>\$41.42</u>
Vendor <b>17200 - LAKESHORE CAP, INC.</b>									
17200 022018	Feb 18 Juvenile Restitution/CSP Tech/Peer Specialist	Paid by Check #100022		03/16/2018	03/16/2018	03/16/2018		03/20/2018	2,450.86
Vendor <b>17200 - LAKESHORE CAP, INC.</b> Totals						Invoices	1		<u>\$2,450.86</u>
Vendor <b>14606 - LANGUAGE LINE SERVICES</b>									
14606 022018	Feb 18 Interpretor Charges 228min	Paid by Check #100023		03/16/2018	03/16/2018	03/16/2018		03/20/2018	134.83
Vendor <b>14606 - LANGUAGE LINE SERVICES</b> Totals						Invoices	1		<u>\$134.83</u>
Vendor <b>22847 - MARINETTE COUNTY TREASURER</b>									
22847 022018	Feb 2018 Group Home Expenses	Paid by Check #100024		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,148.00
Vendor <b>22847 - MARINETTE COUNTY TREASURER</b> Totals						Invoices	1		<u>\$1,148.00</u>
Vendor <b>2800 - [REDACTED]</b>									
2800 032018	Mar 2018 Rent Assistance	Paid by Check #100025		03/16/2018	03/16/2018	03/16/2018		03/20/2018	300.00
Vendor <b>2800 - [REDACTED]</b> Totals						Invoices	1		<u>\$300.00</u>
Vendor <b>17788 - OPTIONS LAB, INC</b>									
17788 022018	Feb 2018 Drug Screens	Paid by Check #100026		03/16/2018	03/16/2018	03/16/2018		03/20/2018	234.00
Vendor <b>17788 - OPTIONS LAB, INC</b> Totals						Invoices	1		<u>\$234.00</u>
Vendor <b>2616 - [REDACTED]</b>									
2616 022018	Jan/Feb/Mar 2018 Emp Mileage/Meal	Paid by Check #100027		03/16/2018	03/16/2018	03/16/2018		03/20/2018	273.35
Vendor <b>2616 - [REDACTED]</b> Totals						Invoices	1		<u>\$273.35</u>
Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b>									
17442 022018	Feb 2018 CCS Services	Paid by Check #100028		03/16/2018	03/16/2018	03/16/2018		03/20/2018	2,468.40
Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b> Totals						Invoices	1		<u>\$2,468.40</u>
Vendor <b>5008 - PROFESSIONAL GUARDIANSHIPS INC</b>									
5008 022018	Feb 2018 Guardianship Services	Paid by Check #100029		03/16/2018	03/16/2018	03/16/2018		03/20/2018	223.00
Vendor <b>5008 - PROFESSIONAL GUARDIANSHIPS INC</b> Totals						Invoices	1		<u>\$223.00</u>

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-0000062</b>		Batch Date 03/16/2018		Entered by User Ashley LaLuzerne					
Vendor <b>8409 - RMR SERVICES, TRANSLATING &amp;</b>									
8409 022018	Feb 18 Interpreting Services 1hr	Paid by Check #100030		03/16/2018	03/16/2018	03/16/2018		03/20/2018	35.00
		Vendor <b>8409 - RMR SERVICES, TRANSLATING &amp;</b> Totals				Invoices	1		<u>\$35.00</u>
Vendor <b>21993 - SAINTA, INC</b>									
21993 022018	Feb 2018 NMT Intro Training	Paid by Check #100031		03/16/2018	03/16/2018	03/16/2018		03/20/2018	500.00
		Vendor <b>21993 - SAINTA, INC</b> Totals				Invoices	1		<u>\$500.00</u>
Vendor <b>29071 - SHEBOYGAN COUNTY TREASURER</b>									
29071 022018	Feb 2018 Juvenile Boarders	Paid by Check #100032		03/16/2018	03/16/2018	03/16/2018		03/20/2018	600.00
		Vendor <b>29071 - SHEBOYGAN COUNTY TREASURER</b> Totals				Invoices	1		<u>\$600.00</u>
Vendor <b>3394 - SHERRY PESCH</b>									
3394 022018	Feb/Mar 2018 Book Keeping Services	Paid by Check #100033		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,979.25
		Vendor <b>3394 - SHERRY PESCH</b> Totals				Invoices	1		<u>\$1,979.25</u>
Vendor <b>11392 - [REDACTED]</b>									
11392 032018	Mar 2018 CSP Movie Day	Paid by Check #100034		03/16/2018	03/16/2018	03/16/2018		03/20/2018	112.00
		Vendor <b>11392 - [REDACTED]</b> Totals				Invoices	1		<u>\$112.00</u>
Vendor <b>22764 - SNUG HARBOR INC</b>									
22764 022018	Feb 2018 Hotel Stay (JJ)	Paid by Check #100035		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,500.00
		Vendor <b>22764 - SNUG HARBOR INC</b> Totals				Invoices	1		<u>\$1,500.00</u>
Vendor <b>7694 - SPECIALIZED SERVICES LLC</b>									
7694 022018	Feb 2018 CSP Tech/PCW	Paid by Check #100036		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,175.43
		Vendor <b>7694 - SPECIALIZED SERVICES LLC</b> Totals				Invoices	1		<u>\$1,175.43</u>
Vendor <b>15069 - STAPLES ADVANTAGE</b>									
15069 022018-2	Feb/Mar 2018 HS Office Supplies	Paid by Check #100037		03/16/2018	03/16/2018	03/16/2018		03/20/2018	184.09
15069 032018	Dec 17 ADRC Furniture	Paid by Check #100037		03/16/2018	03/16/2018	03/16/2018		03/20/2018	1,719.36
		Vendor <b>15069 - STAPLES ADVANTAGE</b> Totals				Invoices	2		<u>\$1,903.45</u>
Vendor <b>12402 - STONE HARBOR RESORT &amp; CNFRNC C</b>									
12402 032018	Mar 18 Deposit for Person Centered Planning	Paid by Check #100038		03/16/2018	03/16/2018	03/16/2018		03/20/2018	400.00
		Vendor <b>12402 - STONE HARBOR RESORT &amp; CNFRNC C</b> Totals				Invoices	1		<u>\$400.00</u>
Vendor <b>9617 - STREUS PHARMACY INC</b>									
9617 022018	Feb 2018 CSP Med Room Supplies	Paid by Check #100039		03/16/2018	03/16/2018	03/16/2018		03/20/2018	54.89
		Vendor <b>9617 - STREUS PHARMACY INC</b> Totals				Invoices	1		<u>\$54.89</u>

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18  
 Report By Department - Batch - Vendor - Invoice  
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Batch Number <b>2018-0000062</b>		Batch Date 03/16/2018		Entered by User Ashley LaLuzerne					
Vendor <b>9942 - TEAM LEADERSHIP CENTER INC</b>									
9942 032018	Mar 18 Leadership by Choice Deposit	Paid by Check #100040		03/16/2018	03/16/2018	03/16/2018		03/20/2018	4,550.00
Vendor <b>9942 - TEAM LEADERSHIP CENTER INC</b> Totals						Invoices	1		<u>\$4,550.00</u>
Vendor <b>22349 - UNLIMITED POSSIBILITIES</b>									
22349 032018	Jan/Feb 2018 CBRF	Paid by Check #100041		03/16/2018	03/16/2018	03/16/2018		03/20/2018	20,060.00
Vendor <b>22349 - UNLIMITED POSSIBILITIES</b> Totals						Invoices	1		<u>\$20,060.00</u>
Vendor <b>11787 - WI ASSOC ON PUBLIC ASSISTNC FR</b>									
11787 042018	Apr 30, 2018 WAPAF Conference Fee	Paid by Check #100042		03/16/2018	03/16/2018	03/16/2018		03/20/2018	60.00
Vendor <b>11787 - WI ASSOC ON PUBLIC ASSISTNC FR</b> Totals						Invoices	1		<u>\$60.00</u>
Batch Number <b>2018-0000062</b> Totals						Invoices	44		<u>\$91,900.30</u>
Department <b>47 - Human Services</b> Totals						Invoices	44		<u>\$91,900.30</u>
<b>47 Human Services</b>						Invoices	44		<u>\$91,900.30</u>
				Grand Totals		Invoices	44		<u>\$91,900.30</u>

### VOUCHER

STATE OF WISCONSIN

2018

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

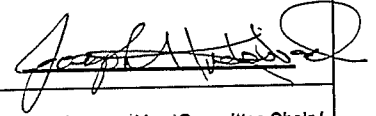
VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By:

alaluzerne 03.30.2018

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 2018-96, March 2018-23rdBatch Processing		\$43,245.44		various - as attached	
VOUCHER TOTAL							\$ 43,245.44	VOUCHER TOTAL		

# Accounts Payable Invoice Report

G/L Date Range 04/02/18 - 04/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 16735 - ABBY VANS INC									87.50
16735 032018	March 2018 Purchase of D2D vouchers (5)	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 16735 - ABBY VANS INC Totals									Invoices 1 <u>\$87.50</u>
Vendor 21177 - BAY COUNSELING CLINIC, LLP									428.00
21177 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 21177 - BAY COUNSELING CLINIC, LLP Totals									Invoices 1 <u>\$428.00</u>
Vendor 848 - BOB BORKOVETZ									164.29
848 122018	Dec 2017 Plumbing Services	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 848 - BOB BORKOVETZ Totals									Invoices 1 <u>\$164.29</u>
Vendor 2571 - BOYS & GIRLS CLUB OF DOOR CNTY									727.60
2571 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 2571 - BOYS & GIRLS CLUB OF DOOR CNTY Totals									Invoices 1 <u>\$727.60</u>
Vendor 21443 - [REDACTED]									155.11
21443 022018	Jan/Feb 2018 Emp Mileage/Fuel Reim	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 21443 - [REDACTED] Totals									Invoices 1 <u>\$155.11</u>
Vendor 6361 - COUNSELING ASSOCIATES OF DOOR									438.60
6361 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 6361 - COUNSELING ASSOCIATES OF DOOR Totals									Invoices 1 <u>\$438.60</u>
Vendor 20518 - [REDACTED]									60.00
20518 032018	March 17, 2018 Respite	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 20518 - [REDACTED] Totals									Invoices 1 <u>\$60.00</u>
Vendor 21410 - DYNAMIC FAMILY SOLUTIONS									377.40
21410 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 21410 - DYNAMIC FAMILY SOLUTIONS Totals									Invoices 1 <u>\$377.40</u>
Vendor 3841 - FAMILY SERVICES									842.80
3841 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 3841 - FAMILY SERVICES Totals									Invoices 1 <u>\$842.80</u>
Vendor 7857 - FOUNDATIONS HEALTH & WHOLENESS									795.60
7857 022018	Feb 2018 CCS Services 7.8hrs	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 7857 - FOUNDATIONS HEALTH & WHOLENESS Totals									Invoices 1 <u>\$795.60</u>
Vendor 242 - [REDACTED]									60.00
242 032018	March 16,17 2018 Respite	Edit		03/16/2018	04/02/2018	04/02/2018			
Vendor 242 - [REDACTED] Totals									Invoices 1 <u>\$60.00</u>



# Accounts Payable Invoice Report

G/L Date Range 04/02/18 - 04/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>6241 - HENKEL FLOORING SERVICE LLC</b>									450.00
6241 032018	Jan-Mar 2018 Snow Plowing	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>6241 - HENKEL FLOORING SERVICE LLC</b>	Totals		Invoices	1		\$450.00
Vendor <b>8553 - IMELDA DELCHAMBRE</b>									35.00
8553 032018	March 2018 Interpreting Services	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>8553 - IMELDA DELCHAMBRE</b>	Totals		Invoices	1		\$35.00
Vendor <b>22837 - LIVINGSTON COUNSELING AND</b>									1,111.25
22837 032018	Mar 18 CCS Contracted Services 31.75hrs	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>22837 - LIVINGSTON COUNSELING AND</b>	Totals		Invoices	1		\$1,111.25
Vendor <b>22843 - MARATHON COUNTY TREASURER</b>									1,050.00
22843 022018	Feb 2018 Secure Detention	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>22843 - MARATHON COUNTY TREASURER</b>	Totals		Invoices	1		\$1,050.00
Vendor <b>8169 - MICHAEL P SAYERS PHD</b>									1,923.75
8169 032018	March 2018 Psych Services 27hrs	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>8169 - MICHAEL P SAYERS PHD</b>	Totals		Invoices	1		\$1,923.75
Vendor <b>2040 - MSIMACS LLC</b>									1,394.00
2040 032018	Mar 2018 Crisis Services	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>2040 - MSIMACS LLC</b>	Totals		Invoices	1		\$1,394.00
Vendor <b>22666 - P.A.T.H. OF DOOR COUNTY</b>									55.00
22666 032018	Mar 2018 Weighted Blanket Purchase	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>22666 - P.A.T.H. OF DOOR COUNTY</b>	Totals		Invoices	1		\$55.00
Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b>									3,814.80
17442 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b>	Totals		Invoices	1		\$3,814.80
Vendor <b>21993 - SAINTA, INC</b>									877.20
21993 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>21993 - SAINTA, INC</b>	Totals		Invoices	1		\$877.20
Vendor <b>22764 - SNUG HARBOR INC</b>									600.00
22764 032018	Mar 2018 Hotel Stay (JJ)	Edit		03/16/2018	04/02/2018	04/02/2018			
		Vendor	<b>22764 - SNUG HARBOR INC</b>	Totals		Invoices	1		\$600.00

# Accounts Payable Invoice Report

G/L Date Range 04/02/18 - 04/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>7694 - SPECIALIZED SERVICES LLC</b>									9,137.10
7694 022018-2	Feb 2018 CCS Services	Edit		03/16/2018	04/02/2018	04/02/2018			<u>9,137.10</u>
	Vendor <b>7694 - SPECIALIZED SERVICES LLC</b> Totals					Invoices	1		\$9,137.10
Vendor <b>15069 - STAPLES ADVANTAGE</b>									1,644.57
15069 032018-1	March 2018 HS Desks/Office Supplies	Edit		03/16/2018	04/02/2018	04/02/2018			<u>1,644.57</u>
	Vendor <b>15069 - STAPLES ADVANTAGE</b> Totals					Invoices	1		\$1,644.57
Vendor <b>12402 - STONE HARBOR RESORT &amp; CNFRNC C</b>									1,803.50
12402 032018-2	Mar 2018 Person Centered Planning	Edit		03/16/2018	04/02/2018	04/02/2018			<u>1,803.50</u>
	Vendor <b>12402 - STONE HARBOR RESORT &amp; CNFRNC C</b> Totals					Invoices	1		\$1,803.50
Vendor <b>22555 - [REDACTED]</b>									51.23
22555 032018	Feb/Mar 2018 Emp Mileage Reim	Edit		03/16/2018	04/02/2018	04/02/2018			<u>51.23</u>
	Vendor <b>22555 - [REDACTED]</b> Totals					Invoices	1		\$51.23
Vendor <b>3823 - TIMOTHY HICKEY</b>									485.00
3823 032018	March 2018 OWI Assessments	Edit		03/16/2018	04/02/2018	04/02/2018			<u>485.00</u>
	Vendor <b>3823 - TIMOTHY HICKEY</b> Totals					Invoices	1		\$485.00
Vendor <b>13022 - WENDY RAY</b>									6,134.64
13022 032018	March 2018 B3 Therapy/Mileage	Edit		03/16/2018	04/02/2018	04/02/2018			<u>6,134.64</u>
	Vendor <b>13022 - WENDY RAY</b> Totals					Invoices	1		\$6,134.64
Vendor <b>22199 - WILLOW CREEK BEHAVIORAL HEALTH</b>									8,400.00
22199 022018	Feb 2018 Inpatient Services 8 days	Edit		03/16/2018	04/02/2018	04/02/2018			<u>8,400.00</u>
	Vendor <b>22199 - WILLOW CREEK BEHAVIORAL HEALTH</b> Totals					Invoices	1		\$8,400.00
Vendor <b>5999 - WISCONSIN DOCUMENT IMAGING</b>									141.50
5999 032018	March 2018 HS/APS Copies	Edit		03/16/2018	04/02/2018	04/02/2018			<u>141.50</u>
	Vendor <b>5999 - WISCONSIN DOCUMENT IMAGING</b> Totals					Invoices	1		\$141.50
	Grand Totals					Invoices	29		<u><u>\$43,245.44</u></u>



# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 16735 - ABBY VANS INC									
18745	JAN D2D TRANSPORTATION	Paid by Check #656209		03/02/2018	03/02/2018	03/02/2018		03/07/2018	45,112.45
		Vendor 16735 - ABBY VANS INC Totals					Invoices	1	<u>\$45,112.45</u>
Vendor 13325 - ADVOCATES-INDEPENDENT LIVINGII									
INV-3171 ADRC	SHC-SH	Paid by Check #656210		03/02/2018	03/02/2018	03/02/2018		03/07/2018	34.63
		Vendor 13325 - ADVOCATES-INDEPENDENT LIVINGII Totals					Invoices	1	<u>\$34.63</u>
Vendor 20950 - [REDACTED]									
20950 FEB2018	114 FEB EMPLY MILEAGE REIMB	Paid by Check #656211		03/02/2018	03/02/2018	03/02/2018		03/07/2018	62.13
		Vendor 20950 - [REDACTED] Totals					Invoices	1	<u>\$62.13</u>
Vendor 17336 - ATLAS BUS SALES, INC									
AR1545	2018 BRAUN VAN-ADRC	Paid by Check #656212		03/02/2018	03/02/2018	03/02/2018		03/07/2018	42,241.00
		Vendor 17336 - ATLAS BUS SALES, INC Totals					Invoices	1	<u>\$42,241.00</u>
Vendor 257 - BROTHERS DAIRY									
257 FEB2018	FEB RAW FOOD	Paid by Check #656213		03/02/2018	03/02/2018	03/02/2018		03/07/2018	617.50
		Vendor 257 - BROTHERS DAIRY Totals					Invoices	1	<u>\$617.50</u>
Vendor 19268 - [REDACTED]									
19268 FEB2018	24 FEB MOW MILEAGE REIMB	Paid by Check #656214		03/02/2018	03/02/2018	03/02/2018		03/07/2018	13.08
		Vendor 19268 - [REDACTED] Totals					Invoices	1	<u>\$13.08</u>
Vendor 9674 - ECONO FOODS									
9674 FEB2018	FEB RAW FOOD	Paid by Check #656215		03/02/2018	03/02/2018	03/02/2018		03/07/2018	439.85
		Vendor 9674 - ECONO FOODS Totals					Invoices	1	<u>\$439.85</u>
Vendor 17474 - [REDACTED]									
17474 FEB2018	22.50 FEB MOW MILEAGE REIMB	Paid by Check #656216		03/02/2018	03/02/2018	03/02/2018		03/07/2018	12.27
		Vendor 17474 - [REDACTED] Totals					Invoices	1	<u>\$12.27</u>
Vendor 22145 - GORDON FOOD SERVICE, INC									
22145 FEB2018	RAW FOOD/NUTRITIONAL SUPPLIES	Paid by Check #656217		03/02/2018	03/02/2018	03/02/2018		03/07/2018	8,370.16
		Vendor 22145 - GORDON FOOD SERVICE, INC Totals					Invoices	1	<u>\$8,370.16</u>
Vendor 19080 - [REDACTED]									
19080 FEB2018	15 FEB MOW MILEAGE REIMB	Paid by Check #656218		03/02/2018	03/02/2018	03/02/2018		03/07/2018	8.18
		Vendor 19080 - [REDACTED] Totals					Invoices	1	<u>\$8.18</u>
Vendor 22498 - HPS LLC									
113371 ADRC	FLOOR MATS-NEW KITCHEN	Paid by Check #656219		03/02/2018	03/02/2018	03/02/2018		03/07/2018	267.96
		Vendor 22498 - HPS LLC Totals					Invoices	1	<u>\$267.96</u>

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 19378 - [REDACTED]									
19378 JANFEB2018	23 JAN/FEB MOW MILEAGE REIMB	Paid by Check #656220		03/02/2018	03/02/2018	03/02/2018		03/07/2018	12.53
		Vendor 19378 - [REDACTED] Totals				Invoices	1		\$12.53
Vendor 18116 - [REDACTED]									
18116 FEB2018	9.30 FEB MOW MILEAGE REIMB	Paid by Check #656221		03/02/2018	03/02/2018	03/02/2018		03/07/2018	4.07
		Vendor 18116 - [REDACTED] Totals				Invoices	1		\$4.07
Vendor 5354 - [REDACTED]									
5354 FEB2018	49 FEB MOW MILEAGE REIMB	Paid by Check #656222		03/02/2018	03/02/2018	03/02/2018		03/07/2018	26.73
		Vendor 5354 - [REDACTED] Totals				Invoices	1		\$26.73
Vendor 20119 - [REDACTED]									
20119 FEB 2018	126 FEB EMPLY MILEAGE REIMB	Paid by Check #656223		03/02/2018	03/02/2018	03/02/2018		03/07/2018	68.68
		Vendor 20119 - [REDACTED] Totals				Invoices	1		\$68.68
Vendor 6544 - MEAT PROCESSORS INC									
6544 FEB2018 ADR	FEB RAW FOOD	Paid by Check #656224		03/02/2018	03/02/2018	03/02/2018		03/07/2018	407.98
		Vendor 6544 - MEAT PROCESSORS INC Totals				Invoices	1		\$407.98
Vendor 7092 - [REDACTED]									
7092 FEB2018	7092 FEB2018	Paid by Check #656225		03/02/2018	03/02/2018	03/02/2018		03/07/2018	12.00
		Vendor 7092 - [REDACTED] Totals				Invoices	1		\$12.00
Vendor 13551 - REFRIGERATION SRVC OF GRN BAY									
13551 117122 ADR	117122/ADRC MIXER ATTACHMENTS	Paid by Check #656226		03/02/2018	03/02/2018	03/02/2018		03/07/2018	391.60
		Vendor 13551 - REFRIGERATION SRVC OF GRN BAY Totals				Invoices	1		\$391.60
Vendor 20044 - [REDACTED]									
20044 FEB2018	66.80 FEB EMPLY MILEAGE REIMB	Paid by Check #656227		03/02/2018	03/02/2018	03/02/2018		03/07/2018	36.41
		Vendor 20044 - [REDACTED] Totals				Invoices	1		\$36.41
Vendor 21959 - SIR SPEEDY PRINTING									
86147	ADRC BROCHURES	Paid by Check #656228		03/02/2018	03/02/2018	03/02/2018		03/07/2018	214.87
		Vendor 21959 - SIR SPEEDY PRINTING Totals				Invoices	1		\$214.87
Vendor 11413 - SKILLPATH SEMINARS									
11413 FEB ADRC	ADRC TRG-JE, JF	Paid by Check #656229		03/02/2018	03/02/2018	03/02/2018		03/07/2018	298.00
		Vendor 11413 - SKILLPATH SEMINARS Totals				Invoices	1		\$298.00

# Accounts Payable Invoice Report

G/L Date Range 03/02/18 - 03/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount		
<b>Vendor 15069 - STAPLES ADVANTAGE</b>											
15069FEB2018ADRC	FEB OFFICE SUPPLIES	Paid by Check #656230		03/02/2018	03/02/2018	03/02/2018		03/07/2018	624.18		
								Vendor 15069 - STAPLES ADVANTAGE Totals	Invoices	1	<u>624.18</u>
<b>Vendor 30820 - STURGEON BAY UTILITIES</b>											
30820 FEBADRCSRC	FEB ADRC/SRC UTILITIES	Paid by Check #656231		03/02/2018	03/02/2018	03/02/2018		03/07/2018	2,907.45		
								Vendor 30820 - STURGEON BAY UTILITIES Totals	Invoices	1	<u>\$2,907.45</u>
<b>Vendor 10942 - TIP TOP CLEANERS</b>											
10942 FEB2018	FEB LAUNDRY/KITCHEN	Paid by Check #656232		03/02/2018	03/02/2018	03/02/2018		03/07/2018	114.00		
								Vendor 10942 - TIP TOP CLEANERS Totals	Invoices	1	<u>\$114.00</u>
<b>Vendor 9654 - WAND</b>											
9654 2018 ADRC	ADRC WAND MEMBERSHIP-JF	Paid by Check #656233		03/02/2018	03/02/2018	03/02/2018		03/07/2018	75.00		
								Vendor 9654 - WAND Totals	Invoices	1	<u>\$75.00</u>
<b>Vendor 36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b>											
36120 FEB2018	FEB NUTRITIONAL SUPPLIES	Paid by Check #656234		03/02/2018	03/02/2018	03/02/2018		03/07/2018	500.81		
								Vendor 36120 - WARNER-WEXEL WHOLESALE & POOL Totals	Invoices	1	<u>\$500.81</u>
<b>Vendor 6359 - WIL KIL PEST CONTROL</b>											
6359 FEB2018	FEB PEST CONTROL ADRC	Paid by Check #656235		03/02/2018	03/02/2018	03/02/2018		03/07/2018	75.00		
								Vendor 6359 - WIL KIL PEST CONTROL Totals	Invoices	1	<u>\$75.00</u>
<b>Vendor 13728 - WOODYS SIGNS</b>											
13278 ADRC VAN	LETTERING ON NEW ADRC VAN	Paid by Check #656236		03/02/2018	03/02/2018	03/02/2018		03/07/2018	330.00		
								Vendor 13728 - WOODYS SIGNS Totals	Invoices	1	<u>\$330.00</u>
						Grand Totals	Invoices	28	<u><u>\$103,278.52</u></u>		

# VOUCHER

STATE OF WISCONSIN

2017

Door County

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

Submitted By:  
mark

Approved by: Department Head:  
*[Signature]*

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	
204	23				SUBMITTED FOR PAYMENT, BATCH #2018-00000065 - 2018 Human Services vouchers to date. March processing		\$ 10,197.05		various - as attached	
VOUCHER TOTAL							\$ 10,197.05	VOUCHER TOTAL		

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b>									
13325FEB2018	FEB RSP-ADRC	Paid by Check #656630		03/16/2018	03/16/2018	03/16/2018		03/23/2018	395.80
		Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b> Totals				Invoices	1		\$395.80
Vendor <b>19663 - AGING &amp; DISAB PROF ASSOC OF WI</b>									
19663 ADRC 2018	2018 MEMBERSHIP-JE	Paid by Check #656631		03/16/2018	03/16/2018	03/16/2018		03/23/2018	75.00
		Vendor <b>19663 - AGING &amp; DISAB PROF ASSOC OF WI</b> Totals				Invoices	1		\$75.00
Vendor <b>18153 - [REDACTED]</b>									
18153 MAR2018	MAR NEWSLETTER/MENU REVIEW/NUTRITION ACTIVITY MEETING	Paid by Check #656632		03/16/2018	03/16/2018	03/16/2018		03/23/2018	90.00
		Vendor <b>18153 - [REDACTED]</b> Totals				Invoices	1		\$90.00
Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b>									
4818 MARCH2018	ADRC CELL CHARGES	Paid by Check #656633		03/16/2018	03/16/2018	03/16/2018		03/23/2018	153.26
		Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b> Totals				Invoices	1		\$153.26
Vendor <b>19077 - [REDACTED]</b>									
19077 MAR2018	MARCH CAREGIVER SUPPORT GROUP	Paid by Check #656634		03/16/2018	03/16/2018	03/16/2018		03/23/2018	37.50
		Vendor <b>19077 - [REDACTED]</b> Totals				Invoices	1		\$37.50
Vendor <b>16496 - DOOR-TRAN</b>									
507 FEB2018	FEB STAFF HOURS	Paid by Check #656635		03/16/2018	03/16/2018	03/16/2018		03/23/2018	600.00
		Vendor <b>16496 - DOOR-TRAN</b> Totals				Invoices	1		\$600.00
Vendor <b>27395 - GOOD SAMARITAN, SCANDIA VILLAGE</b>									
27395 FEB2018	FEB MOW	Paid by Check #656636		03/16/2018	03/16/2018	03/16/2018		03/23/2018	432.00
		Vendor <b>27395 - GOOD SAMARITAN, SCANDIA VILLAGE</b> Totals				Invoices	1		\$432.00
Vendor <b>17906 - [REDACTED]</b>									
17906 FEB2018	686.40 FEB MEALSITE/MOW MILEAGE REIMB	Paid by Check #656637		03/16/2018	03/16/2018	03/16/2018		03/23/2018	374.09
		Vendor <b>17906 - [REDACTED]</b> Totals				Invoices	1		\$374.09
Vendor <b>19673 - [REDACTED]</b>									
19673 FEB2018	10 FEB EMPLY MILEAGE REIMB	Paid by Check #656638		03/16/2018	03/16/2018	03/16/2018		03/23/2018	5.45
		Vendor <b>19673 - [REDACTED]</b> Totals				Invoices	1		\$5.45
Vendor <b>20119 - [REDACTED]</b>									
20119 JAN2018	182 JAN EMPLY MILEAGE REIMB	Paid by Check #656639		03/16/2018	03/16/2018	03/16/2018		03/23/2018	99.20
		Vendor <b>20119 - [REDACTED]</b> Totals				Invoices	1		\$99.20



# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
<b>Vendor 18770 - MANNS STORE</b>									
18770 FEB2018	FEB RAW FOOD	Paid by Check #656640		03/16/2018	03/16/2018	03/16/2018		03/23/2018	579.88
		Vendor 18770 - MANNS STORE Totals					Invoices	1	<u>\$579.88</u>
<b>Vendor 22190 - MUSIC &amp; MEMORY INC</b>									
INV016881 ADRC	MUSIC & MEMORY CERTIFICATE RENEWAL 2018	Paid by Check #656641		03/16/2018	03/16/2018	03/16/2018		03/23/2018	200.00
		Vendor 22190 - MUSIC & MEMORY INC Totals					Invoices	1	<u>\$200.00</u>
<b>Vendor 20503 - NATIONAL PEN CO, LLC</b>									
109864784 ADRC	ADRC PENS/MARKETING MATERIALS	Paid by Check #656642		03/16/2018	03/16/2018	03/16/2018		03/23/2018	546.90
		Vendor 20503 - NATIONAL PEN CO, LLC Totals					Invoices	1	<u>\$546.90</u>
<b>Vendor 4168 - [REDACTED]</b>									
4168 FEB2018	22 FEB EMPLY MILEAGE REIMB	Paid by Check #656643		03/16/2018	03/16/2018	03/16/2018		03/23/2018	12.00
		Vendor 4168 - [REDACTED] Totals					Invoices	1	<u>\$12.00</u>
<b>Vendor 21501 - [REDACTED]</b>									
21501 FEB2018	FEB MEALSITE 6 DAYS @ \$8/DAY	Paid by Check #656644		03/16/2018	03/16/2018	03/16/2018		03/23/2018	48.00
		Vendor 21501 - [REDACTED] Totals					Invoices	1	<u>\$48.00</u>
<b>Vendor 21959 - SIR SPEEDY PRINTING</b>									
86221 & 86222	ADRC Envelopes	Paid by Check #656645		03/16/2018	03/16/2018	03/16/2018		03/23/2018	120.12
		Vendor 21959 - SIR SPEEDY PRINTING Totals					Invoices	1	<u>\$120.12</u>
<b>Vendor 14091 - [REDACTED]</b>									
14091 FEB2018	364 FEB MEALSITE/MOW MILEAGE REIMB	Paid by Check #656646		03/16/2018	03/16/2018	03/16/2018		03/23/2018	198.38
		Vendor 14091 - [REDACTED] Totals					Invoices	1	<u>\$198.38</u>
<b>Vendor 15069 - STAPLES ADVANTAGE</b>									
15069 FEB18 ADRC	NEW BUILDING SUPPLIES ADRC	Paid by Check #656647		03/16/2018	03/16/2018	03/16/2018		03/23/2018	4,364.42
		Vendor 15069 - STAPLES ADVANTAGE Totals					Invoices	1	<u>\$4,364.42</u>
<b>Vendor 33170 - TOWN OF LIBERTY GROVE</b>									
33170 FEB2018	FEB MEALSITE 8 DAYS @ \$9/DAY	Paid by Check #656648		03/16/2018	03/16/2018	03/16/2018		03/23/2018	72.00
		Vendor 33170 - TOWN OF LIBERTY GROVE Totals					Invoices	1	<u>\$72.00</u>
<b>Vendor 33570 - TOWN OF WASHINGTON</b>									
33570 FEB2018	FEB MEALSITE 10 DAYS @ \$8/DAY	Paid by Check #656649		03/16/2018	03/16/2018	03/16/2018		03/23/2018	80.00
		Vendor 33570 - TOWN OF WASHINGTON Totals					Invoices	1	<u>\$80.00</u>

# Accounts Payable Invoice Report

G/L Date Range 03/16/18 - 03/16/18

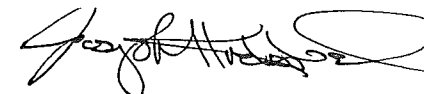
Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor <b>2574 - ULINE</b>									
95664770 ADRC	HEAVY DUTY SHELVING-NEW BUILDING ADRC	Paid by Check #656650		03/16/2018	03/16/2018	03/16/2018		03/23/2018	543.97
			Vendor <b>2574 - ULINE</b> Totals			Invoices	1		<u>\$543.97</u>
Vendor <b>20955 - UNITED HOME HEALTH SERVICES,LLC</b>									
20955 FEB2018	FEB SHC/RSP	Paid by Check #656651		03/16/2018	03/16/2018	03/16/2018		03/23/2018	870.76
			Vendor <b>20955 - UNITED HOME HEALTH SERVICES,LLC</b> Totals			Invoices	1		<u>\$870.76</u>
Vendor <b>37513 - WI ASSOCIATION OF SENIOR CENTE</b>									
37513 ADRC MEMB	2018 MEMBERSHIP-JF	Paid by Check #656652		03/16/2018	03/16/2018	03/16/2018		03/23/2018	75.00
			Vendor <b>37513 - WI ASSOCIATION OF SENIOR CENTE</b> Totals			Invoices	1		<u>\$75.00</u>
Vendor <b>6359 - WIL KIL PEST CONTROL</b>									
6359 MAR2018	MAR PEST CONTROL NEW BUILDING	Paid by Check #656653		03/16/2018	03/16/2018	03/16/2018		03/23/2018	75.00
			Vendor <b>6359 - WIL KIL PEST CONTROL</b> Totals			Invoices	1		<u>\$75.00</u>
Vendor <b>11363 - WISCONSIN PUBLIC SERVICE</b>									
11363 FEB2018SRC	SRC UTILITIES	Paid by Check #656654		03/16/2018	03/16/2018	03/16/2018		03/23/2018	148.32
			Vendor <b>11363 - WISCONSIN PUBLIC SERVICE</b> Totals			Invoices	1		<u>\$148.32</u>
			Grand Totals			Invoices	25		<u><u>\$10,197.05</u></u>



ADRC/SRC 1<sup>st</sup> batch April, 2018



Door County

# Accounts Payable Invoice Report

Invoice Date Range 04/02/18 - 04/02/18

Report By Vendor - Invoice  
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
<b>Vendor 20083 - 911 LAWN CARE</b>										
566153	MAR 2018 SNOW REMOVAL-DM	Edit		04/02/2018	04/02/2018	04/02/2018			70.00	
						Vendor 20083 - 911 LAWN CARE Totals		Invoices	1	<u>\$70.00</u>
<b>Vendor 18248 - [REDACTED]</b>										
18248	38.40 FEB/MAR MOW EMPLY MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			20.93	
						Vendor 18248 - [REDACTED] Totals		Invoices	1	<u>\$20.93</u>
<b>Vendor 20950 - [REDACTED]</b>										
20950	156 MAR EMPLY MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			85.02	
						Vendor 20950 - [REDACTED] Totals		Invoices	1	<u>\$85.02</u>
<b>Vendor 3882 - BOB'S WOOD PRODUCTS</b>										
3882	BIRD HOUSE BUILD	Edit		04/02/2018	04/02/2018	04/02/2018			50.00	
						Vendor 3882 - BOB'S WOOD PRODUCTS Totals		Invoices	1	<u>\$50.00</u>
<b>Vendor 257 - BROTHERS DAIRY</b>										
257	MAR RAW FOOD	Edit		04/02/2018	04/02/2018	04/02/2018			723.00	
						Vendor 257 - BROTHERS DAIRY Totals		Invoices	1	<u>\$723.00</u>
<b>Vendor 19268 - [REDACTED]</b>										
19268	18 MAR MOW MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			9.72	
						Vendor 19268 - [REDACTED] Totals		Invoices	1	<u>\$9.72</u>
<b>Vendor 9674 - ECONO FOODS</b>										
9674	MAR RAW FOOD	Edit		04/02/2018	04/02/2018	04/02/2018			725.86	
						Vendor 9674 - ECONO FOODS Totals		Invoices	1	<u>\$725.86</u>
<b>Vendor 3487 - FLS BANNERS</b>										
95107	ADRC CLIPBOARDS	Edit		04/02/2018	04/02/2018	04/02/2018			342.08	
						Vendor 3487 - FLS BANNERS Totals		Invoices	1	<u>\$342.08</u>
<b>Vendor 22145 - GORDON FOOD SERVICE, INC</b>										
22145	MAR RAW FOOD/NUTRITIONAL SUPPLIES	Edit		04/02/2018	04/02/2018	04/02/2018			9,345.74	
						Vendor 22145 - GORDON FOOD SERVICE, INC Totals		Invoices	1	<u>\$9,345.74</u>
<b>Vendor 19080 - [REDACTED]</b>										
19080	14 MAR MOW MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			7.64	
						Vendor 19080 - [REDACTED] Totals		Invoices	1	<u>\$7.64</u>

# Accounts Payable Invoice Report

Invoice Date Range 04/02/18 - 04/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
<b>Vendor 13841 - GWAAR, INC</b>									
13841 MAR2018	SERVSAFE CERTIFICATION PLUS LUNCH-JF	Edit		04/02/2018	04/02/2018	04/02/2018			95.00
Vendor 13841 - GWAAR, INC Totals							Invoices	1	\$95.00
<b>Vendor 20934 - [REDACTED]</b>									
20934 JAN/FEB/MAR18	212.70 JAN/FEB/MAR EMPLY MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			115.91
Vendor 20934 - [REDACTED] Totals							Invoices	1	\$115.91
<b>Vendor 19650 - [REDACTED]</b>									
19650 FEB/MAR18	23.40 FEB/MAR EMPLY MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			12.76
Vendor 19650 - [REDACTED] Totals							Invoices	1	\$12.76
<b>Vendor 5354 - [REDACTED]</b>									
5354 MAR2018	38 MAR MOW MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			20.73
Vendor 5354 - [REDACTED] Totals							Invoices	1	\$20.73
<b>Vendor 19673 - [REDACTED]</b>									
19673 MAR2018	4 MAR EMPLY MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			2.18
Vendor 19673 - [REDACTED] Totals							Invoices	1	\$2.18
<b>Vendor 6544 - MEAT PROCESSORS INC</b>									
6544 MAR2018	MAR 2018 RAW FOOD	Edit		04/02/2018	04/02/2018	04/02/2018			739.95
Vendor 6544 - MEAT PROCESSORS INC Totals							Invoices	1	\$739.95
<b>Vendor 14091 - [REDACTED]</b>									
14091 MAR2018	370 MAR EMPLY MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			256.15
Vendor 14091 - [REDACTED] Totals							Invoices	1	\$256.15
<b>Vendor 15069 - STAPLES ADVANTAGE</b>									
15069 MAR2018	MAR ADRC OFFICE SUPPLIES	Edit		04/02/2018	04/02/2018	04/02/2018			326.77
Vendor 15069 - STAPLES ADVANTAGE Totals							Invoices	1	\$326.77
<b>Vendor 30820 - STURGEON BAY UTILITIES</b>									
30820 MAR2018	MAR UTILITIES SRC/NEW BUILDING	Edit		04/02/2018	04/02/2018	04/02/2018			2,773.10
Vendor 30820 - STURGEON BAY UTILITIES Totals							Invoices	1	\$2,773.10
<b>Vendor 374 - [REDACTED]</b>									
374 FEB2018	11 FEB MOW MILEAGE REIMB	Edit		04/02/2018	04/02/2018	04/02/2018			6.00
Vendor 374 - [REDACTED] Totals							Invoices	1	\$6.00

# Accounts Payable Invoice Report

Invoice Date Range 04/02/18 - 04/02/18

Report By Vendor - Invoice

Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
<b>Vendor 9654 - WAND</b>									
9654 MAR2018	SPRING CONFERENCE-JE/JF	Edit		04/02/2018	04/02/2018	04/02/2018			170.00
			Vendor <b>9654 - WAND</b> Totals			Invoices	1		<u>\$170.00</u>
<b>Vendor 36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b>									
36120 MAR2018	MAR 2018 NUTRITIONAL SUPPLIES/JANITORIAL SUPPLIES	Edit		04/02/2018	04/02/2018	04/02/2018			569.18
			Vendor <b>36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b> Totals			Invoices	1		<u>\$569.18</u>
<b>Vendor 11363 - WISCONSIN PUBLIC SERVICE</b>									
11363 MAR2018 MJ	1X PAYMENT ON ACCOUNT 0401996605-00006-MJ	Edit		04/02/2018	04/02/2018	04/02/2018			300.00
			Vendor <b>11363 - WISCONSIN PUBLIC SERVICE</b> Totals			Invoices	1		<u>\$300.00</u>
			Grand Totals			Invoices	23		<u><u>\$16,767.72</u></u>

## What is the Mental Health Focus Group?

In 2011, Door County Public Health's Community Needs Assessment revealed mental health to be an area of concern. A main factor was a high suicide rate in Door County; data revealed a higher rate here than the state average for all four years studied. At the community meeting to present our Community Needs Assessment, Mental Health was determined to be the top priority. Our 2016 Community Needs Assessment revealed that the suicide rate in Door County remained higher than the state rate in the most recent data available (2007-2011).

We asked for volunteers to participate in a Mental Health Focus Group. Our group, which formed in 2012, includes general community and professional members from: NAMI of Door County, the Door County Board of Supervisors, Door County Prevent Suicide Nathan Wilson Coalition, Door County Medical Center, Door County Department of Human Services, JAK's Place, Door County Partnership for Children and Families, Door County Alcohol and Other Drug Coalition, local law enforcement, United Way of Door County, UW-Extension, local schools, private counseling agencies, parents of children with mental illness, those whose loved ones died by suicide, and Door County Public Health staff.

This is a truly collaborative group, and those who attend are very passionate about promoting mental health.

The Mental Health Focus Group goals include:

- Increase access to Mental Health services through formulation of the Door County Mental Health resource guide. This was completed 2013, and is updated annually.
- Reduce incidence of suicide, which is a preventable outcome of a treatable disease. Our group supports efforts of the "Prevent Suicide Door County Nathan Wilson Coalition".
- Educate and promote mental health awareness.
- Reduce the stigma of Mental Illness.

If you are interested in being part of the Mental Health Focus Group please contact Public Health Nurses Sue or Katie at 746-2234.

## **DOOR COUNTY DEPARTMENT OF HUMAN SERVICES (DHS) 2017 Annual Report**

### **Mission Statement**

“The primary mission of the Door County Department of Human Services is to enhance human well-being throughout an individual’s life-span and to help meet the needs of individuals and families while promoting safety and self-sufficiency in a manner that demonstrates respect and dignity.”

### **SUMMARY OF RESPONSIBILITIES**

The Human Services Department provided a large array of services that will be covered below alphabetically.

**AGING AND DISABILITY RESOURCE CENTER (ADRC)** – We had another transition in leadership at the ADRC in 2017. In July, Jake Erickson was promoted to the Director role. We also restructured the ADRC and Aging Programs in preparation for the transition into the new building scheduled for early 2018. This move changed the Aging Manager Position to the ADRC Assistant Director. This new position was filled by Jennifer Fitzgerald in Oct., 2017.

The Aging and Disability Resource Center is a central source of information assistance and access to community resources for older adults, 60 years of age or older and individuals 18 and older with physical or developmental disorders. Services include information and assistance, Long Term Care Options Counseling, and help to consumers trying to navigate the Medicare and Medicaid programs. The primary goal of the program is to help individuals connect to resources and stay independent in the community as long as possible.

In 2017, our Information and Assistance specialists had 4814 contacts with individuals. Our Disabilities Benefits Specialist provided 1,983 contacts, and our Elderly Benefit Specialist (EBS) served a total of 705 different individuals. That last number accounted for a 48% increase in the number of individual served last year by our EBS.

Other programs delivered through the ADRC are defined in the contract we have with the Greater Wisconsin Agency on Aging Resources. We have 5 congregate meal sites in Sturgeon Bay, Forestville, Baileys Harbor, Liberty Grove, and Washington Island. The unit also provides the Meals on Wheels (MOW) program in the immediate Sturgeon Bay area. MOW is also available on a limited basis near Sister Bay and on Washington Island. In addition to the hot meals program, we provide frozen meals to seniors throughout the county. In 2017 we provided 15,568 meals on site, 14,899 Meals on Wheels, and 4,914 frozen meals. Total meals provided in 2017 was 35,381, which was a 3% decrease compared to 2016.

Other services provided by our ADRC staff include: Transportation, Alzheimer’s & National Family Caregiver Support Programs, Senior Citizen/Low Income Free Tax Assistance, socialization opportunities daily, and Activities programming. The activities program focuses on evidence based programs that include exercise, preventive health and other educational experiences to enhance and promote independence by encouraging socialization, and good nutrition. Volunteers help with MOW and other programming. This volunteer work is vital to the success of our programming.

**ADULT PROTECTIVE SERVICES (APS)**. In 2017 we moved our APS division from the ADRC into the government center. Initially this move was made related to the ending of our lease for the trailer outside of the old Senior Center. By the middle of the year a decision was made to keep this division connected to our Community Support Program and Sheryl Flores has taken over supervision of this team.

The function of APS is the investigation of suspected self-neglect, neglect, abuse or financial exploitation of frail elderly or individuals affected by developmental disability, alcoholism, or mental illness. In 2017 the APS staff



investigated 294 new reports. Of these 248 were adults over 60, and 45 were “Adults at Risk” of mental health, AODA, or developmentally disabled individuals between the ages of 18-59.

In addition to these new investigations, the social workers in this unit provide ongoing case management for vulnerable seniors. This included 40 individuals under Protective Placement who must have annual WATTS reviews to assure that clients are being treated in the least restrictive and most appropriate level of treatment to meet their needs. In 2017 we also transitioned one of our investigator positions to a case management position to try and separate out those responsibilities.

**BEHAVIORAL HEALTH DIVISION** – 2017 was another year of significant change and challenges for the BH team. Jay Livingston retired after being in the management position only a little over a year. This position remained vacant at the end of the year. In addition, one of our BH therapists and our AODA Counselor left during the year. This forced us to run short staffed, contract for some of our services and develop a waiting list for some of our services. During the year, we were also forced to provide the majority of our psychiatric services thru telehealth rather than face to face with a doctor. We had our most expensive year in relation to inpatient psychiatric care in our history.

This unit is responsible for providing counseling and case management services to individuals suffering from mental health, alcohol and/or drug problems. We also contract and manage services for residential treatment and inpatient care when this level of care is needed. In 2017, we had our highest number of inpatient days than any time in our history.

In 2017, 283 individuals received counseling services, and 262 individuals received medication management. These were both decreases from 2016 resulting from the challenges discussed above. One hundred thirty-seven individuals received OWI assessments and were monitored for compliance with their Drivers Safety Plans.

The Comprehensive Community Services (CCS) Program continued to grow in 2017 and we served 55 new clients. This program provides an array of services to individuals with Mental Health and Alcohol and Drug problems. It is a unique service because it allows us to authorize services that are purchased or provided internally and is currently reimbursed at our full cost. The CCS program is provided to adults through the BH Team, and we filled one of our vacant counselor positions with a full-time case manager in this division. Children’s CCS services are managed by Cindy Zellner-Ehlers as part of the Children’s Service Unit.

The Behavioral Health staff along with the Community Support staff are responsible for providing 24/7 crisis services to Door County citizens. The staff works in partnership with law enforcement and other community partners to assess and provide safety planning for individuals who may be a danger to themselves or others. In 2017, we adjusted our contract with Family Services to have them triage all of our incoming crisis calls. This helped cut down on the number of contacts that our full-time staff needed to do after hours. Family Services Crisis Hot Line took 510 calls for Door County in the last nine months of the year. Although this meant less calls for our staff, they did still need to mobile out and provide 178 suicide assessments, which is a slight increase over 2016.

**CHILDREN AND FAMILY SERVICES DIVISION/Child Protective Services & Juvenile Justice** – Doreen Goddard, Manager

This program area serves children and juveniles from birth to age 18 and their families. Social workers provide initial screening of referrals related to child abuse and neglect. If these reports are substantiated we provide ongoing supervision of these families. We recruit, train and license foster care families to support children who are in need of a placement out of their homes. This unit also provides supervision of delinquent youth or juveniles in need of protective placement. We provide or contract for services such as electronic monitoring, secure detention, restitution, community service, and parent education. In 2017, we provided services at the following levels; Child Welfare received 404 referrals and Juvenile Justice had 71 new cases. One area to be aware of is the increase in the number of kids in out of home placements. In 2016 we had 19 kids in Foster care and 17 in Voluntary Kinship care and in 2017, those numbers went to 27 and 26 respectively.

**CHILDREN AND FAMILY SUPPORT SERVICES** -- Cindy Zellner-Ehlers, Manager

There are multiple program areas that are provided with all requirements spelled out in our contract with the State Department of Health Services. They include the following:

- **BIRTH TO THREE EARLY INTERVENTION PROGRAM**  
Service delivery for these children includes: Special Instruction/Teacher services, Speech and Language Therapy, Occupational Therapy, Physical Therapy, Service Coordination and other ancillary support services. Seventy-five children and their families received this service in 2017.
- **CHILDREN'S LONG TERM SUPPORT**  
Service includes: Information/referral, coordination of the use of community resources and other case management services, limited funding to assist families, networking families with other supports. We served 89 children and their families in this program.
- **COMPREHENSIVE COMMUNITY SERVICES**  
CCS provides mental health services to individuals and families in collaboration with other community partners. The goal is to help improve functioning in home, school and community and avoid the need for placement out of the home. We served 55 individuals and families in 2017 which is almost a 50% increase over 2016.
- **COORDINATED SERVICES TEAMS (CST)**  
This program provides team-based, wrap-around services like the CCS program for children or families that do not meet the criteria for CCS. We served 26 families in this program.
- **PERSONAL CARE PROGRAM**  
This program continues to shrink in terms of the numbers of individuals served. The program allows us to get reimbursed for services we already provide and this helps offset the cost of placement for some of our Community Support Program clients.

**COMMUNITY SUPPORT PROGRAM** – Sheryl Flores, Manager

The CSP program is an off-shoot of the Behavioral Health Division. The primary goal of the program is to help individuals with severe and persistent mental illness to lead normal lives and stay in the community. This population often has high incidents of inpatient care. By providing services such as case management, medication management, group counseling or activities, and maintaining community partnerships, we are better able to help these individuals stay out of mental health institutions. In 2017 we served 51 individuals in this program.

**ECONOMIC SUPPORT UNIT** – Carol Wautlet, Manager

Our Economic Support Unit provided eligibility determinations as part of a 5-county consortium for major financial programs such as Medical Assistance, BadgerCare, FoodShare (Food Stamps), Caretaker Supplement, and Wisconsin Shares (subsidized Child Care). In addition, staff networked with numerous other community agencies to obtain supplementary financial assistance for current recipients, as well as for those who didn't qualify for our regular financial-related programs.

There was a monthly average of 1,930 Door County FoodShare recipients in 2017. There was an average of 4,157 Medicaid/Badger Care Recipients per month. Our Wisconsin Shares Program served 92 children in 58 families. This program provides lower income families a subsidy so they can afford child care and can continue to stay gainfully employed. The energy assistance program provides help to individuals with heating bills and emergency heating assistance. 937 households received energy assistance in 2017, and 254 households received crisis dollars.

**TRANSPORTATION PROGRAM** – Joe Krebsbach/Robin Mark

The Department manages the operations for both the Senior Center Bus and the County’s Public Transit System. The Door 2 Door Shared Ride Taxi system is contracted through Abby Vans. In 2017 Door 2 Door provided 42,043 rides and the ADRC Bus provided 7,073 rides in 2017. These are both the highest totals we have had.

**KNOWLEDGE SHARING IN 2016**

A large part of the services provided by Human Services are related to collaboration and partnering with other community resources. Individual staff members often provide education to community members or partner agencies throughout the year. Listed below are some of the more consistent areas staff have been involved with in the past year.

- Interdisciplinary Team for Adults and Elders at Risk – involving multiple community agencies
- Door County Partnership for Children and Families (founding member; ongoing participation in executive committee and various sub-committees)
- Child foster home recruitment and training
- Trauma Informed Parenting Training
- Fiscal support and participation in the Door County AODA Coalition.
- Participation in Mental Health Focus Group
- Participation in Child Health Team
- Emergency Food and Shelter Network
- Agency-based trainings on Crisis Services, Trauma Informed Care, and Secondary Traumatic Stress
- Outreach to hospital and law enforcement on crisis services
- Mental Health in the Schools initiative
- Senior Resource Center education programs – on various topics
- Caregiver Coalition
- Coordinated Community Response
- Cradle to Career
- Coordinated Community Response Team
- Child Health Team
- Dementia Crisis Work Group

**BUDGET STATUS**

The Human Services budget is broken into two separate budgets. The one labeled Fund 240 covers all program areas except for the ADRC and Aging Programs. These are included in the Fund 204.

	<b><u>2016</u></b>		
	<b><u>Fund 240- Human Services</u></b>	<b><u>Fund 204- SRC/ADRC</u></b>	<b><u>Total</u></b>
Adopted Total 2016 Budget	\$7,742,405	\$2,271,374	<b>\$10,013,779</b>
2016 Budgeted Revenue	\$4,715,170	\$1,673,691	<b>\$6,388,861</b>
2016 Levy Appropriation	\$3,027,235	\$597,683	<b>\$3,624,918</b>
Actual Total 2016 Budget	\$7,373,679	\$2,255,182	<b>\$9,628,861</b>
2016 Actual Revenue	\$5,067,205	\$1,677,966	<b>\$6,745,171</b>
2016 Actual Appropriation	\$2,306,474	\$577,215	<b>\$2,883,690</b>
	Excess Appropriation from Budgeted		<b>\$741,228</b>

	<b>2017</b>		
	<b>Fund 240- Human Services</b>	<b>Fund 204- SRC/ADRC</b>	<b>Total</b>
Adopted Total 2017 Budget	\$8,307,745	\$2,432,101	<b>\$10,739,846</b>
2017 Budgeted Revenue	\$5,342,407	\$1,824,281	<b>\$7,166,688</b>
2017 Levy Appropriation	\$2,965,338	\$607,820	<b>\$3,573,158</b>
Actual Total 2017	\$7,906,446	\$2,338,129	<b>\$10,244,575</b>
2017 Actual Revenue*	\$5,898,058	\$1,828,192 **	<b>\$7,726,249</b>
2017 Actual Appropriation	\$2,008,388	\$509,937	<b>\$2,518,325</b>
	Excess Appropriation from Budgeted		<b>\$1,054,833</b>

The amounts shown above were prepared by JoAnn Baumann, Door County Finance Department, on March 30, 2018. These amounts are unaudited, and are subject to adjustment (includes year-end accruals).

\*Even though we call these "Revenues" on this report, some amounts are actually not revenues but are transfers from other funds, which must be included to account for the added expenses they relate to. See below.

\*\*Includes the following transfers which have not yet been done:

1. \$30,303 Donated funds held in Equity account for new building
2. \$67,158.51 Transportation Reserve funds for transit operating expenses
3. \$111,775.53 Transportation Reserve funds for new vehicles purchased
4. \$20,774 WisDOT 85.20 accrual of holdback of funds pending audit

### **ISSUES, CONCERNS AND RESTRAINTS**

- We have seen an increase of children placed in out of home care over the past two years with a more significant growth in 2017. Some of this increase is related to increased drug use in the community. If this trend continues, we will run into resource problems, i.e. foster homes, budget, and counseling resources.
- We had our worst year in DHS History in terms of money spent on inpatient services.
- Referrals for almost all programming in DHS are increasing annually. With no increase in tax levy possible, as in all areas of the county, we are seeing increased pressure on staff to manage complicated cases without more resources.
- We also continue to work with a high level of new staff requiring more learning and the loss of some of our institutional knowledge. This will likely continue in the coming years.

### **GOALS AND OBJECTIVES ACHIEVED IN FULL OR PART DURING 2017**

- Provided Secondary Traumatic Stress training for staff, while increasing resources available for staff for self-care.
- Continuing our work on moving to a more Trauma Informed Agency.
- Trained additional staff on Long Term Care/EBD cases in Economic Support.
- Increased Outreach presentation related to Mental illness through collaboration with JAK's Place
- Improved outreach efforts for the Energy Assistance Program
- Increased use of "single point of entry" in our Children's Services area
- Improved tracking of time for all staff, showing increased productivity.

## **2018 GOALS AND OBJECTIVES**

- Fill staffing vacancies and stabilize the workforce.
- Improve timeliness of required documentation in all areas.
- Decrease the number of inpatient stays and the number of days per stay.
- Increase the number of Foster Homes available.
- Continue to move toward becoming a more Trauma Informed Care Agency.
- Continue to increase revenues through CCS program.
- Documentation of Standard Operating Procedures regarding our fiscal and support services.
- Cross training and back up for SOP's listed above.
- Decrease the amount of denied claims and the amount of time to follow up on these.
- Increase the number of volunteers at the ADRC.
- 2X per month outreach related to ADRC services.
- More effectively track spending in Children's Services to maximize State funding.

## HUMAN SERVICES STATISTICS

Updated 04.04.18

UNIT	2015	2016	2017 YTD
<b>ADRC</b>			
I & A Consumers		3,064	4,814
Elderly Benefits Specialist (EBS) Consumers		473	705
Disability Benefits Specialist (DBS) Consumers		1820	1983
Adult Protective Service (APS) Referrals	212	183	294
<b>Total Consumers</b>	<b>4,971</b>	<b>5,540</b>	<b>7,796</b>
<b>Behavioral Health (BH)</b>			
Crisis	192	165	178
Inpatient Admissions	93	67	79
Inpatient Costs	\$ 434,021.00	\$ 188,215.87	\$552,988.00
<b>Children &amp; Family Services</b>			
Child Welfare Referrals	440	393	404
Juvenile Justice Referrals	90	69	71
Birth-Three Participants	70	73	75
Case Management (FS/CST/CCS/DD)	233	143	170
<b>Community Support Program</b>			
Consumers Enrolled	62	53	51
<b>Economic Support</b>			
Badger Care (BC) Total	4,333	4,169	4,157
FoodShare (FS) Total	2,351	2,007	1,930
Consortium Calls	111,044+	112,972	156,804
WI Home Energy Assistance		557	937
<b>Senior Resource Center</b>			
Meals-Congregate	16,092	17,802	15,568
Meals on Wheels	13,718	14,293	14,899
Meals-Frozen	6,276	6,245	4,914
<b>Meals Total</b>	<b>36,086</b>	<b>38,340</b>	<b>35,381</b>
Transportation- SRC Bus & Door2Door	42,180	48,503	49,116



**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)

Date: 3/19/2018

Re: Taylor Jandrin Completion of 180 Probationary Period

To: Door County Department of Human Services Board and Human Resources

This letter is to serve as notice that Taylor Jandrin, Long Term Care and Outreach Case Manager has successfully completed all of her required Adult Protective Services and Crisis training. Taylor is now part of the Crisis On-call rotation; is carrying a caseload of client transferred from the APS staff and as of March 1, 2018 is the outreach staff taking the lead with project "Fresh Start" to assist inmates in making a successful reentry into the community.

It is my recommendation that Ms. Jandrin be accepted as a full time DCDHS staff.

Sincerely,

Sheryl Flores, LCSW  
DCDHS Community Services Manager  
421 Nebraska Street  
Sturgeon Bay, WI 54235  
(920) 746-2340  
Fax (920) 746-2439



**County of Door**  
**DEPARTMENT OF COMMUNITY PROGRAMS**  
County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

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**Joseph Krebsbach**  
Program Director  
(920) 746-2345  
Fax: (920) 746-2439

March 20, 2018

Re: Completion of 180 Day Introductory Period - April 9, 2018

To: Door County Human Services Board and Human Resources

Name: Shannon Lauder

Position: Administrative Assistant I - Receptionist

Start Date: October 9, 2017

Shannon has successfully completed her training for the receptionist position and has asked for and assumed additional responsibilities that require timely ongoing attention to support the administrative needs of the department and specific program areas.

Shannon's attitude is infectious! She treats everyone with respect and maintains her calm demeanor no matter the situation. She realizes that her position is the gateway to the department and how she handles customers will guide their successful experience within the department.

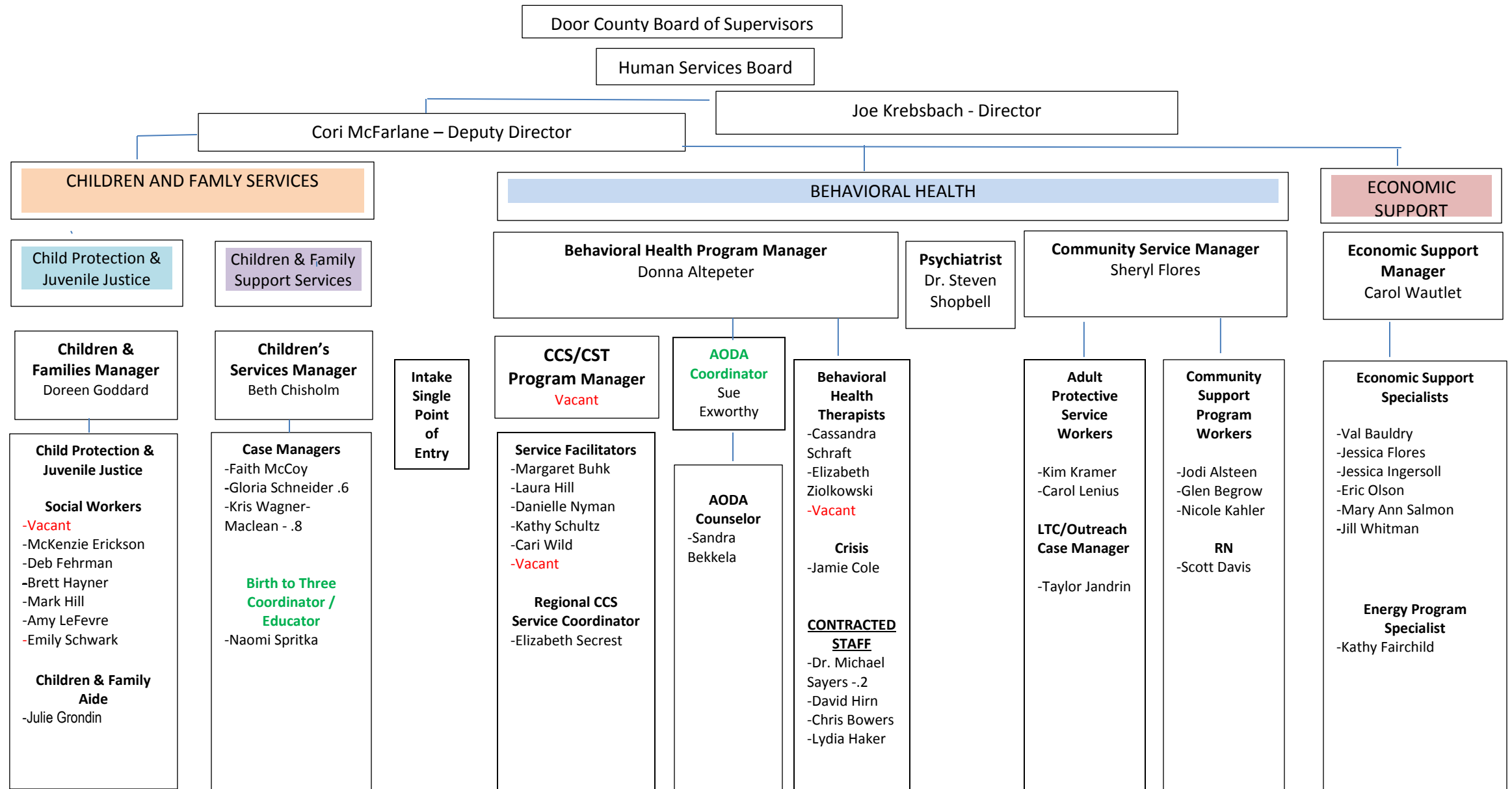
I recommend Shannon for regular employment status with the County.

Sincerely,

Shawn M. Barlament



DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – **STAFFING**  
 Organization Chart 03.12.18



DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – STAFFING (continued)  
 Organization Chart – 02.01.18

