

**Tuesday,
April 9, 2019
9:00 a.m.**

HUMAN SERVICES BOARD

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

Oversight Board for the Department of Human Services

AGENDA

HUMAN SERVICES BOARD MEETING

1. Call Meeting to Order
2. Roll Call – Establishing Quorum
3. **Adopt** Agenda
4. **Approve** Minutes – March 12, 2019 Regular Board Meeting
5. Correspondence
6. Public Comment
7. Program Reports
 - a. ADRC Verbal Presentation – Jake Erickson & Jennifer Fitzgerald
 - b. Written Collective Unit Report
8. Continuing / Pending Business
 - a. Transportation Service Update
 - b. Health & Human Services Merger Update
 - c. Staff Recruitment Updates
 - d. Psychiatric Services Update
 - e. Vouchers
9. New Business
 - a. 2018 Budget Review
 - b. 2018 Three year Aging Plan-Self Assessment
 - c. Retirement Letter of Shawn Barlament
 - d. Revise and Refill Administrative Supervisor and subsequent vacancies
 - e. Establish Dates for the 2 Budget Public Participation Meetings in June & July
 - Tuesday, June 11, 2019
 - Tuesday, July 9, 2019
 - f. Grow Communities donation
10. Topics to Be Referred to the Legislative Committee
11. Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
12. Set Next Meeting Date – Tuesday, May 14, 2019 9:00am
13. Meeting Per Diem Code
14. **Adjourn** Meeting

Deviation from the order shown may occur.

DOOR COUNTY HUMAN SERVICES BOARD MINUTES

Tuesday, March 12, 2019

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

1. Call to Order-

Chair Helen Bacon called the March 12, 2019 meeting of the Door County Human Services Board to order at 9:00am in the Chambers Room at the Government Center, 421 Nebraska Street, Sturgeon Bay, Wisconsin.

2. Roll Call / Establishing a Quorum-

Present: Helen Bacon, Wayne Kudick, Megan Lundahl, Joe Miller, Nissa Norton and Laura Vlies Wotachek,

Excused: Bob Bultman, Tom Leist and Robert Rau

Staff Present: JoAnn Bauman- Assistant Finance Director; Julie Behnke-Business Manager; Kelly Hendee-Human Resources Director; Joseph Krebsbach-Director; Cori McFarlane-Deputy Director; Ken Pabich-County Administrator; Paula Sullivan-Department Accountant/Finance and Shawn Barlament/Shannon Lauder-Recording Secretaries.

Others Present: Pam Busch-Mobility Manager Door-Tran

Board members present established a quorum.

3. Adopt Agenda-

Motion by L. Vlies Wotachek, second by N. Norton to adopt the agenda. Motion carried by unanimous voice vote.

4. Approve Minutes-

Motion by M. Lundahl, second by J. Miller to approve the January 3, 2019 Human Services Board meeting minutes. Motion carried by unanimous voice vote.

5. Correspondence-

No correspondence presented.

6. Public Comment-

No one present offered comment.

7. Program Reports

a. Written Collective Unit Report – January & February

No questions asked or comments provided.

b. 2018 Statistical report by Unit

No Questions asked or comments provided.

8. Continuing / Pending Business-

a. Transportation Services

After the consulting group provided their analysis and recommendations for the transportation program, multiple conversations with the city and community partners took place to solicit ideas and potential funding. At the suggestion from the Door County Administrator, J. Krebsbach will present options and fiscal impact information to the County Board at their regularly scheduled monthly meeting this month. Decisions will need to be made by the end of May concerning the program as a RFP for the transportation grant is necessary should the county decide to continue with the program going forward.

b. Health & Human Services Merger

J. Krebsbach reports the merger is going well. A merger workgroup has been assembled and is meeting regularly. Three subcommittees have been developed to address specifics in the following areas:

- To sustain and promote staff-morale and agency culture
- To develop similar business operations and procedures
- To share information with the community effectively

c. Staff Recruitment Updates

- The CLTS position has been filled. Katie Moore, Children Service Case Manager, started yesterday (3-11-19).
- Verbal acceptance has been received for the Children's Protective Service (CPS) position which has been vacant since October 2018. The candidate will begin on a part-time basis until graduation in May.
- Three candidates have been identified to interview for the CCS Coordinator position.
- The psychiatrist's position was vacated this weekend. The recruitment process has begun. J. Krebsbach informed the board that Dr. Shopbell has agreed to provide some part-time coverage including prescription refills, one day in office and one day via Telehealth. We continue to pursue a full time doctor and other telehealth services in the interim. J. Krebsbach explained that there continues to be a shortage of psychiatric providers across the entire state. He has communicated with area medical providers so they are aware of our current situation. It was also suggested that a back-up plan be developed between counties for these situations given the shortage across the state.

d. Vouchers

W. Kudick commented that with the redactions he feels uncomfortable having any fiscal responsibility in regards to the vouchers. The voucher listings are provided for informational purposes not approval. J. Krebsbach plans to have a quarterly budget review included in these meetings.

9. New Business-

a. Request to fill-CCS Coordinator Position

Motion by L. Vlies Wotachek and seconded by M. Lundahl to refill the CCS Coordinator position. Motion carried by unanimous voice vote.

b. Request to Refill-Part-time prep Cook

Motion by L. Vlies Wotachek, second by M. Lundahl to refill the part-time prep cook position. Motion carried by unanimous voice vote.

c. Request to Refill – Economic Support Specialist Position

Motion by M. Lundahl, second by W. Kudick to refill the Economic Support Specialist position. Motion carried by unanimous voice vote.

d. Youth Connections Program

J. Krebsbach shared information outlining this pilot program's goals of reduced recidivism, number of jail beds used and increased competencies. Services being offered are mental health group therapy, AODA group therapy, skill building and homework. Currently, programming is offered three days per week from 1-7pm. In the future, the hope is to increase to 5 days a week.

1.) Lease with PATH of Door County

The department has a one year lease with PATH in their building that was previously owned by the Jaycee Organization on Jaycee Court near NWTC and the Sturgeon Bay High school.

e. Residential Placements for Mental Health

The memo in the agenda packet serves as notice to a potential budget issue for our department. Since November, 6 patients have had extended inpatient stays at psychiatric hospitals. 5 have now moved to Community Based Residential Facilities (CBRF) or Adult Family Homes (AFH) at a rate of approximately \$65,000 per year for each resident. Since the memo was written it appears that one of the placements will cost significantly more. The department will continue to monitor. The anticipated fiscal impact will be over \$215,000 over the CBRF budget line.

f. Mental Health Services on Washington Island

David Hirn has been providing mental health services one day a month to the island for 30 year. He will be retiring in May. Space and access to reliable internet capabilities continues to be the drawbacks in continuing services. Several options are being considered:

- A partnership with Washington Island Schools to provide service to children and community members.
- Temporarily suspend or discontinue services to the island.
- Additional space added to proposed Emergency Management facility to be built on the island

g. 2018 Gifts, Grants and Donations

The Department appreciates the gifts in all areas. Volunteers deserve mention with over 6,000 donated hours!

h. Human services Day at the Capitol-Madison

In collaboration, the Wisconsin Counties Association (WCA) and Wisconsin County Human Services Association (WCHSA) will provide five topics to present to legislators requesting changes and/or funding. At this point, these include: Youth Aids, 17 year old returning to the Juvenile Justice system, Income Maintenance funding, Youth correction facilities and proposed Children's Long Term Care changes. Joe will forward the white papers giving information or proposals on the key issues selected prior to this scheduled date.

i. 2018 Annual Report

J. Krebsbach brought attention to the Statistical highlights (page 12 of packet), specifically the significant increase in volume at the ADRC. Also mentioned were the decrease in mobile face to face crisis calls due to the implementation of services provided by Family Services which includes them doing the initial screen; Birth to Three participants have doubled; APS has a decrease in the number of cases, however, the cases are more complex in nature and CLTS has added 13 clients

due to the State's request to reduce waiting lists. The wait list still exists and currently there is no capacity to add to the caseloads.

j. Completion of Introductory Period

Abby Brown and Melissa Xiong have successfully completed their employment introductory periods.

10. Topics to be referred to the Legislative Committee

Specific topics will be discussed at Human Services Day in Madison.

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

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-

The next meeting will be Tuesday, April 9, 2019 at 9:00 a.m. in the Chambers Room of the Government Center, 421 Nebraska Street, Sturgeon Bay.

13. Meeting Per Diem Code-

422

14. Adjourn the Meeting:

Motion by M. Lundahl, second by W. Kudick to adjourn the meeting. Motion carried by unanimous voice vote. The meeting adjourned at 10:45 a.m.

Respectfully submitted,
Shannon Lauder and Shawn Barlament, Recording Secretaries



DOOR COUNTY DEPARTMENT OF HUMAN SERVICES

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Human Services Board Written Agency Updates – March 2019

I. Program Changes and Highlights

A. The Wisconsin Incident Tracking System released the WITS Statistical Summary Report for Adults-at-Risk for 2018. The reports are broken down by age group of 18-59 and those over 60. Door County 2018 reporting year closed on 3/1/2019. The two **Adult Protective Service** Workers completed 23 investigations on individuals 18-59; 73.90% of these cases were due to self-neglect; 2 were related to financial exploitation and 4 were reports of neglect by others. Adult Protective Services (APS) staff completed 212 investigations on individuals age 60 and over in 2018. A break down by category:

Self-Neglect 87.70%
Financial Exploitation 4.70%
Neglect by others 4.20%
Emotional Abuse .90%
Physical Abuse .90%
Sexual Abuse .50%
Other .90%

The two APS case managers also track 45 individuals who have been placed under a protective placement/guardianship status. For these 45 consumers, APS is responsible to complete an Annual WATTS Review which requires a face to face interview in the placement facility, an independent guardian ad litem evaluation of the client's status, and the guardian's evaluation of the care their ward has received. The court then decides if the client is to remain in the current level of care or an order can be made for a lesser or more restrictive level of care as needed to meet the client's needs.

B. The **Community Support Program** (CSP) enrolled a new member who has been working with Children's Long Term Care Services and Comprehensive Community Services (CCS) since 10/1/2012. This young man is now 18 and ready to participate in community based adult services as he prepares to graduate from High School in May of 2019. Moving forward the CSP staff look forward to assisting our newest member to learn to manage his own disability check and search for a part time job while applying to take continuing education credits through NWTC. The program will also be saying goodbye to a 48-year-old female member who has been enrolled with CSP since 2/22/2016. For the past two years this member has benefited from CSP and Family Care case management. At this time our member remains psychologically stable but has increasing physical/medical issues, and it is felt that the member's needs can best be met through services provided by the Family Care managed care organization. This will open up a CSP slot for an individual struggling to cope with chronic mental illness in the community who is not eligible for Family Care.

- C.** Our **Behavioral Health** AODA team has officially launched our intensive outpatient, primary treatment and relapse prevention groups the week of March 25th. Hats off to our therapists who have worked hard to develop and provide this programming to our county. We also have two therapists who continue to provide services at our Youth Connection Center facilitating groups two times weekly. Additionally, our therapists have begun to serve Pathways clients. Pathways is a new program developed in coordination with Sheriff Tammy Sternard that defers prosecution for a first drug and alcohol offense if clients choose to come to treatment instead. Our behavioral health team continues to work toward promoting health and well-being with our county residents.
- D.** The **Children's Long Term Support** team is pleased to welcome Katie Moore. Katie's first day was March 11. She is such a welcome addition to round out our Children's team and brings so much enthusiasm and professionalism. We currently have 61 children enrolled in Children's Long Term Supports with 4 children pending screening to determine eligibility. Additionally, we now have 4 children remaining on the waitlist as we continue toward the mandate of zero waitlist by June 30, 2019. This team has done a tremendous job of getting this waitlist down despite all of the programmatic changes and turnover in management and staff that they have faced over the past year!

Our **Birth to Three** program is currently serving 37 children in the county. Our Children's Services Program manager and Birth to Three Coordinator are scheduled to attend a training focusing on the Birth To three program in Wisconsin later this month in Wisconsin Dells. On March 18th, the Program Manager and Coordinator met with our State Technical Assistant for our semi-annual face to face meeting, at which time we discussed general state updates related to program review protocol (upcoming audit), our County Performance Plan and upcoming training. We also discussed the ongoing State Systemic Improvement Plan and evidence based practices around social emotional growth and outcomes and how to measure such in the children we serve.

- E.** The **Economic Support** division continue to watch updates at state and federal levels that could impact programs. This includes possible expansion of Medicaid or the repeal of the Affordable Care Act, as well as possible work requirement changes and drug testing requirements. The utility moratorium ends April 15th. As of that date, utility companies can disconnect power or heat to homes that have overdue balances. We continue to reach out to customers in the community to have them complete their energy assistance applications to help alleviate back balances.

Staff attended the Door County Job Fair on March 20th from 2-6:00 pm and provided a resource table in an effort to educate community members about our programs.

- F.** The **Child Protection and Youth Services** team continues to receive a higher than average number of CPS reports. The reports are processed through the statewide child welfare system eWISACWIS and are either screened out and closed or screened in for an assessment (investigation). Approximately 1/3 of the reports received are screened in for further assessment and to determine if maltreatment occurred or not. Many of the reports we receive have information that although concerning, does not rise to the level of seriously endangering child safety. Along with that, parents have a constitutional right to raise their children as they see fit and are protected from governmental interference in raising their children as long as the threshold of safety is not crossed. Although we screen out the majority of reports, we frequently provide parents with information on services and/or refer to services, and we may open a voluntary case in our unit to assist families in meeting their needs. On another note, the team is excited to be fully staffed once again with the addition of Savanna Buchli to the division on Monday April 1. She will

be in training and fulfilling the responsibilities of taking child abuse reports and completing investigations.

- F.** The **Aging and Disability Resource Center** (ADRC) would like to extend a huge thank you to Randy Halstead. Randy filled out an application to be considered for a \$2500 donation to any non-profit/governmental organization of his choice through the "America's Farmers Grow Communities" program. Randy designated the ADRC of Door County's Home Delivered Meals program as the recipient of the \$2500 donation.

In February, Pam Malin from Disability Rights WI, Victim Advocacy Program started to hold shared office hours at the ADRC on the fourth Friday of every month from 10am-3pm. Pam will be available to talk with consumers or agency staff around situations at the intersection of disability and victimization. The Victim Advocacy Program provides direct service to individuals with disabilities who experience a crime even if the crime was not reported. To learn more about the program visit the website at: www.disabilityrightswi.org/learn/victim-advocacy-program.

Over the last few months, the ADRC and EMS have been working together to start a brand new falls prevention program called "Freedom from Falls". We have been working closely with Dave Taylor from the Northeast WI Regional Trauma Advisory Council, who has helped other ADRCs start similar projects in their communities. Falls or fall-related injuries account for over a half of the calls EMS receives throughout the year. EMS will start making direct referrals to the ADRC. When a referral is received, one of our Information & Assistance Specialists will follow up with the individual within 24 hours.

As always, please remember to pick up and check out the latest version of our monthly newsletter to learn more about all upcoming activity and event information.

II. Noteworthy Events

- A.** Attend "Aging Advocacy Day" with the ADRC of Door County on Tuesday, May 14. If you or someone you know is very interested in issues affecting older adults, you should come with us as we travel down to Madison. You will be among members of the WI Aging Advocacy Network (WAAN) and others to help educate state legislators about issues impacting Wisconsin's aging population. Citizens and aging network professionals from around the state will gather in Madison for a day of advocacy training and meetings with legislators. No experience is needed; you'll get the training and support you need before meeting with state lawmakers. If you'd like to come or learn more about this year's Aging Advocacy Day please call the ADRC main number (920)746-2372. Deadline to register is Friday, April 19th.

III. High-Cost Placements & Other Fiscal Updates

- A.** Our expenses for inpatient, Adult Family Home and Community Based Residential Facility placements are running quite high for the first quarter of the year. We have 4 high-cost placements that are driving the budget. Looking at just Jan. and Feb. expenses, these four clients' costs were \$52,460, \$50,525, \$20,350, and \$18,450, and all are expected to remain in care long-term. Staff are doing what they can to get clients eligible for Family Care, secure social security benefits to cover room and board portion of the care, etc. But in at least some of these cases, it appears likely the county will remain responsible for the full cost of care for some time to come.

IV. Training & Staff Development

- A.** All staff were trained on Civil Rights Compliance at our March All Staff meeting. In addition, staff of several units were trained on DHS 94 Client Rights during the month.
- B.** As part of the End All Grant that Door County is partnering with the Wisconsin Department of Justice on, one of our APS staff will be attending a "Training of Trainers" on May 14-16 in Milwaukee. The goal is to have a trained trainer from each discipline of prosecutor, law enforcement officer, victim advocate, and adult protective services worker.
- C.** One Economic Support Specialist attended a training on Dealing with Difficult People held April 12th in Green Bay.
- D.** The Director and Deputy Director attended a Behavioral Health Training Partnership Administrators Conference on March 29, which included Ethics and Boundaries training.

V. Agency & Community Collaboration

- A.** Our Economic Support staff continue to assist consortium partners in Brown County with their caseload and call center shifts due to staffing shortages. As of this week, Oconto County will also have staffing shortages. They will have 3 of 8 people out. We have contacted them and are prepared to offer to help them with call center shifts as well if needed.
- B.** STRIDE (school mental health initiative) has secured a provider for Sturgeon Bay Elementary. Kimberly Welk & Associates, one of our CCS providers, has agreed to provide mental health services one morning per week in Sturgeon Bay. We now have services for all ages of students available in all of the mainland school districts. STRIDE continues to work to secure a provider for Washington Island. DHHS continues to consider options for the use of telehealth to serve the Washington Island community as a whole, which might include the school in the future. It is unclear at this time if there are locations other than the school that have the necessary connectivity to deliver telehealth. The IT contact at Washington Island Schools is helping us to research this aspect currently.

VI. Sharing our Successes

- A.** From one of our Children's Long Term Support Service Coordinators, we learned this month that a child and her family that we work with will be getting a Habitat for Humanity Home. This child's Case Manager continued to encourage them to apply and, at the family's request, wrote a letter of support validating how a home that would have specifications to meet the child's physical space needs would be ideal. The hope that this family's selection for a Habitat Home instilled extended to another family this SSC works with when, on a home visit, they shared that they had heard of a family with a child with a disability who was selected for a Home and indicated their hope that that maybe someday they too would qualify.
- B.** The Shining Star Award for Excellent Customer Service was awarded to our front desk receptionist Shannon Lauder. RN Scott Davis provided a beautiful tribute to Shannon as he presented her with the award, aptly comparing her to a swan, who "appears so calm and graceful on the surface, when you know those feet and just a-pedaling like crazy under the surface"! Shannon receives praise day in and day out from many. She is the first impression most receive of our agency. She keeps the entire operation running smoothly and de-escalates countless tense situations. Never has she deserved this award more than this past month when we went through a major transition in psychiatric services. Shannon had to reschedule appointments again and again (and again!) as a result. Needless to say, she had to deal with many very frustrated patients. We are so very fortunate to have Shannon.



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MEMO

To: Human Services Committee
From: Ashley LaLuzerne
Date: 04.09.2019
Re: Request for Expenditure Approval

Expenditures since the last committee meeting held 03.13.2019

\$	193.99	Wal-Mart Credit Card February-March 2019
\$	21,142.11	February 2019 Foster / Kinship Care Payments #2019-134/143
\$	677.96	Invoices Paid Prior to April 9,2019 not included in Batches
\$	22,014.06	

Departmental journal entries not included on the attached voucher list:

\$	452.75	Maintenance Dept. February 2019 gas usage - Fleet
\$	452.75	

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

\$	112,410.04	Monthly Vouchers - 2019 Batch Totals (Mar) #2019-129
\$	36,494.47	Monthly Vouchers -2019 Batch Totals (Mar) #2019-161
\$	22,014.06	Expenditures since the last committee meeting held 10.09.2018
\$	452.75	Amounts paid to other County Departments as per above
\$	171,371.32	

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

\$	17,207.52	Monthly Vouchers -2019 Batch (Mar) #2019-147
\$	67,950.95	Monthly Vouchers -2019 Batch (Mar) #2019-171
\$	419.97	Walmart Card February 2019-March 2019
\$	85,578.44	

\$	256,949.76	Total Expenditures and Vouchers
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Accounts Payable Invoice Report

G/L Date Range 03/06/19 - 03/06/19

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 - 10893	WISACWIS- PID:0008038182_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			1,982.40	
							Vendor 17929 - ADVOCATES FOR HEALTHY Totals	Invoices	1	<u>\$1,982.40</u>
Vendor 19161 - [REDACTED]										
Import - 10895	WISACWIS- PID:0008044459_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			732.00	
							Vendor 19161 - [REDACTED] Totals	Invoices	1	<u>\$732.00</u>
Vendor 9701 - [REDACTED]										
Import - 10904	WISACWIS- PID:0008085157_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			244.00	
							Vendor 9701 - [REDACTED] Totals	Invoices	1	<u>\$244.00</u>
Vendor 947 - [REDACTED]										
Import - 10903	WISACWIS- PID:0008000379_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			863.71	
							Vendor 9479 - [REDACTED] Totals	Invoices	1	<u>\$863.71</u>
Vendor 10091 - [REDACTED]										
Import - 10890	WISACWIS- PID:0008085630_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			244.00	
							Vendor 10091 - [REDACTED] Totals	Invoices	1	<u>\$244.00</u>
Vendor 9850 - [REDACTED]										
Import - 10905	WISACWIS- PID:0008085718_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			488.00	
							Vendor 9850 - [REDACTED] Totals	Invoices	1	<u>\$488.00</u>
Vendor 6968 - [REDACTED]										
Import - 10901	WISACWIS- PID:0008079799_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			404.00	
							Vendor 6968 - [REDACTED] Totals	Invoices	1	<u>\$404.00</u>
Vendor 21744 - [REDACTED]										
Import - 10897	WISACWIS- PID:0008063868_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			528.67	

Accounts Payable Invoice Report

G/L Date Range 03/06/19 - 03/06/19

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 21744 - [REDACTED] Totals				Invoices	1	\$528.67
Vendor 22478 - [REDACTED]									
Import - 10900	WISACWIS- PID:0008080114_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			489.61
			Vendor 22478 - [REDACTED] Totals				Invoices	1	\$489.61
Vendor 10168 - [REDACTED]									
Import - 10891	WISACWIS- PID:0008086414_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			488.00
			Vendor 10168 - [REDACTED] Totals				Invoices	1	\$488.00
Vendor 21012 - [REDACTED]									
Import - 10896	WISACWIS- PID:0008042054_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			1,218.00
			Vendor 21012 - [REDACTED] Totals				Invoices	1	\$1,218.00
Vendor 17937 - [REDACTED]									
Import - 10894	WISACWIS- PID:0008040115_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			244.00
			Vendor 17937 - [REDACTED] Totals				Invoices	1	\$244.00
Vendor 8116 - [REDACTED]									
Import - 10902	WISACWIS- PID:0008017407_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			313.72
			Vendor 8116 - [REDACTED] Totals				Invoices	1	\$313.72
Vendor 22153 - [REDACTED]									
Import - 10898	WISACWIS- PID:0008067949_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			488.00
			Vendor 22153 - [REDACTED] Totals				Invoices	1	\$488.00
Vendor 22316 - [REDACTED]									
Import - 10899	WISACWIS- PID:0008079501_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			244.00
			Vendor 22316 - [REDACTED] Totals				Invoices	1	\$244.00
Vendor 16527 - [REDACTED]									

Accounts Payable Invoice Report

G/L Date Range 03/06/19 - 03/06/19

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
Import - 10892	WISACWIS- PID:0008028553_Voucher:01920 _IM_03/05/2019	Edit		03/05/2019	03/06/2019	03/06/2019			877.60
	Vendor 16527 - [REDACTED]			Totals		Invoices	1		\$877.60
				Grand Totals		Invoices	16		\$9,849.71

Accounts Payable Invoice Report

G/L Date Range 03/12/19 - 03/12/19

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 6476 - OCONOMOWOC DEV TRAINING CENTER									
Import - 11000	WISACWIS- PID:0008019479_Voucher:01921 _IM_03/11/2019	Edit		03/11/2019	03/12/2019	03/12/2019			11,292.40
	Vendor 6476 - OCONOMOWOC DEV TRAINING CENTER	Totals				Invoices	1		<u>\$11,292.40</u>
	Grand Totals					Invoices	1		<u><u>\$11,292.40</u></u>

VOUCHER

STATE OF WISCONSIN

2019

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

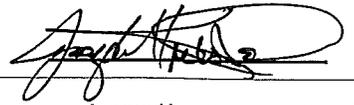
VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By:

alaluzerne 03.15.2019

Approved by: Department Head:



Approved by: Committee Chair /
County Administrator

Added to Voucher Listing

Voucher Listing Signed / Approved

Meeting Date _____

Hold For Approval / Documentation
After Processing

This Area to be Completed by Finance Department

PAID BY _____
CHECK # _____

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
240	47				SUBMITTED FOR PAYMENT, BATCH 2019-129 March 2019- 2nd Batch Processing		\$112,410.04		various - as attached	
VOUCHER TOTAL							\$ 112,410.04	VOUCHER TOTAL		

Accounts Payable Invoice Report

Invoice Date Range 03/15/19 - 03/15/19

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 9284 - [REDACTED] 022019	Feb 2019 Emp Mileage Reim 171mi	Edit		03/15/2019	03/15/2019	03/15/2019			99.18
			Vendor 9284 - [REDACTED] Totals			Invoices	1		<u>\$99.18</u>
Vendor 16735 - ABBY VANS INC 032019-2	March 2019 Purchases of D2D Vouchers	Edit		03/15/2019	03/15/2019	03/15/2019			175.00
			Vendor 16735 - ABBY VANS INC Totals			Invoices	1		<u>\$175.00</u>
Vendor 21173 - [REDACTED] 022019	Feb 2019 Emp Mileage Reim 39mi	Edit		03/15/2019	03/15/2019	03/15/2019			22.62
			Vendor 21173 - [REDACTED] Totals			Invoices	1		<u>\$22.62</u>
Vendor 21177 - BAY COUNSELING CLINIC, LLP 022019	Feb 2019 CCS Services	Edit		03/15/2019	03/15/2019	03/15/2019			3,126.40
			Vendor 21177 - BAY COUNSELING CLINIC, LLP Totals			Invoices	1		<u>\$3,126.40</u>
Vendor 2176 - BELLIN HEALTH 022019	Feb 2019 CCS Services 7hrs	Edit		03/15/2019	03/15/2019	03/15/2019			714.00
			Vendor 2176 - BELLIN HEALTH Totals			Invoices	1		<u>\$714.00</u>
Vendor 2435 - [REDACTED] 022019	Feb 2019 Emp Mileage Reim 29mi	Edit		03/15/2019	03/15/2019	03/15/2019			16.82
			Vendor 2435 - [REDACTED] Totals			Invoices	1		<u>\$16.82</u>
Vendor 22596 - BROOKE MARNIE DEY 022019	Feb 2019 CCS Services 12.3hrs	Edit		03/15/2019	03/15/2019	03/15/2019			1,254.60
			Vendor 22596 - BROOKE MARNIE DEY Totals			Invoices	1		<u>\$1,254.60</u>
Vendor 3640 - BROTOLOC HEALTH CARE SYSTEM IN 022019	Feb 2019 CBRF	Edit		03/15/2019	03/15/2019	03/15/2019			8,791.00
			Vendor 3640 - BROTOLOC HEALTH CARE SYSTEM IN Totals			Invoices	1		<u>\$8,791.00</u>
Vendor 16015 - BROWN CO COMUNITY TREATMNT CNT 122018	Nov/Dec 2018 Inpatient Expenses	Edit		03/15/2019	03/15/2019	03/15/2019			7,382.25
			Vendor 16015 - BROWN CO COMUNITY TREATMNT CNT Totals			Invoices	1		<u>\$7,382.25</u>
Vendor 3680 - BROWN COUNTY HUMAN SERVICES 022019	Feb 2019 Child Care Cert .25hrs	Edit		03/15/2019	03/15/2019	03/15/2019			8.78
			Vendor 3680 - BROWN COUNTY HUMAN SERVICES Totals			Invoices	1		<u>\$8.78</u>
Vendor 5929 - CDW GOVERNMENT INC 022019	Feb/Mar 2019 HS Supplies/CLTS Order	Edit		03/15/2019	03/15/2019	03/15/2019			3,238.58

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			Vendor 5929 - CDW GOVERNMENT INC Totals				Invoices	1	\$3,238.58
Vendor 4818 - CELLCOM WISCONSIN RSA 10									
032019	Mar 2019 HS Cell Phones	Edit		03/15/2019	03/15/2019	03/15/2019			1,005.48
			Vendor 4818 - CELLCOM WISCONSIN RSA 10 Totals				Invoices	1	\$1,005.48
Vendor 6361 - COUNSELING ASSOCIATES OF DOOR									
022019	Feb 2019 CCS/CST Services	Edit		03/15/2019	03/15/2019	03/15/2019			10,077.60
			Vendor 6361 - COUNSELING ASSOCIATES OF DOOR Totals				Invoices	1	\$10,077.60
Vendor 21234 - CURATIVE CONNECTIONS, INC									
022019	Feb 2019 CCS/CST Services	Edit		03/15/2019	03/15/2019	03/15/2019			1,922.40
			Vendor 21234 - CURATIVE CONNECTIONS, INC Totals				Invoices	1	\$1,922.40
Vendor 20200 - CW SOLUTIONS, LLC									
022019	Jan/Feb 2019 Supervised Visits	Edit		03/15/2019	03/15/2019	03/15/2019			480.00
			Vendor 20200 - CW SOLUTIONS, LLC Totals				Invoices	1	\$480.00
Vendor 6876 - [REDACTED]									
022019	Feb 2019 Emp Mileage Reim 177mi	Edit		03/15/2019	03/15/2019	03/15/2019			102.66
			Vendor 6876 - [REDACTED] Totals				Invoices	1	\$102.66
Vendor 3006 - [REDACTED]									
032019	March 2019 GoAnimate Subscription	Edit		03/15/2019	03/15/2019	03/15/2019			49.00
			Vendor 3006 - [REDACTED] Totals				Invoices	1	\$49.00
Vendor 8770 - DOOR COUNTY MEMORIAL HOSPITAL									
022019	Feb 2019 B-3 OT/PT	Edit		03/15/2019	03/15/2019	03/15/2019			4,971.15
			Vendor 8770 - DOOR COUNTY MEMORIAL HOSPITAL Totals				Invoices	1	\$4,971.15
Vendor 1836 - DOOR COUNTY YMCA									
032019	March 2019 Karate Classes	Edit		03/15/2019	03/15/2019	03/15/2019			20.00
			Vendor 1836 - DOOR COUNTY YMCA Totals				Invoices	1	\$20.00
Vendor 21410 - DYNAMIC FAMILY SOLUTIONS									
022019	Feb 2019 CCS Services	Edit		03/15/2019	03/15/2019	03/15/2019			438.60
			Vendor 21410 - DYNAMIC FAMILY SOLUTIONS Totals				Invoices	1	\$438.60
Vendor 9674 - ECONO FOODS									
022019	Feb 19 Purchase for Ice Cream Social at Jak's Place	Edit		03/15/2019	03/15/2019	03/15/2019			28.31
			Vendor 9674 - ECONO FOODS Totals				Invoices	1	\$28.31
Vendor 10124 - ELDER INNOVATIONS, LLC									

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Invoice Date Range 03/15/19 - 03/15/19

Report By Vendor - Invoice

Summary Listing

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022019	Feb 2019 CBRF 28 days	Edit		03/15/2019	03/15/2019	03/15/2019			2,360.68	
							Vendor 10124 - ELDER INNOVATIONS, LLC Totals	Invoices	1	\$2,360.68
Vendor 21809 - [REDACTED]										
022019	Feb/March 2019 Emp Mileage Reim	Edit		03/15/2019	03/15/2019	03/15/2019			122.38	
							Vendor 21809 - [REDACTED] Totals	Invoices	1	\$122.38
Vendor 21312 - [REDACTED]										
012019	Jan 8,2019 113 Consumer Education	Edit		03/15/2019	03/15/2019	03/15/2019			100.00	
							Vendor 21312 - [REDACTED] Totals	Invoices	1	\$100.00
Vendor 20081 - [REDACTED]										
022019	Feb 2019 Emp Mileage Reim 185mi	Edit		03/15/2019	03/15/2019	03/15/2019			107.30	
							Vendor 20081 - [REDACTED] Totals	Invoices	1	\$107.30
Vendor 8952 - [REDACTED]										
022019	Feb 2019 Emp Mileage Reim 273mi	Edit		03/15/2019	03/15/2019	03/15/2019			158.34	
							Vendor 8952 - [REDACTED] Totals	Invoices	1	\$158.34
Vendor 10290 - [REDACTED]										
032019	March 2019 YCC Supplies	Edit		03/15/2019	03/15/2019	03/15/2019			30.46	
							Vendor 10290 - [REDACTED] Totals	Invoices	1	\$30.46
Vendor 3841 - FAMILY SERVICES										
022019	Feb 2019 SELF/CST/CCS/Healthy Families/Crisis Center	Edit		03/15/2019	03/15/2019	03/15/2019			16,068.10	
							Vendor 3841 - FAMILY SERVICES Totals	Invoices	1	\$16,068.10
Vendor 2313 - GENERATIONS COMMUNITY SERVICES										
022019	Feb 2019 CCS Services	Edit		03/15/2019	03/15/2019	03/15/2019			7,260.20	
							Vendor 2313 - GENERATIONS COMMUNITY SERVICES Totals	Invoices	1	\$7,260.20
Vendor 15665 - GLACIER CANYON LODGE, LLC										
042019	April 2019 Lodging for CCS Meeting	Edit		03/15/2019	03/15/2019	03/15/2019			246.00	
							Vendor 15665 - GLACIER CANYON LODGE, LLC Totals	Invoices	1	\$246.00
Vendor 9948 - HAKER COUNSELING LLC										
022019-2	Feb/Mar 2019 AODA Services/Feb 2019 CCS Services	Edit		03/15/2019	03/15/2019	03/15/2019			3,036.20	
							Vendor 9948 - HAKER COUNSELING LLC Totals	Invoices	1	\$3,036.20

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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 17401 - HIRN MENTAL HEALTH COUNSELING 032019	Feb/Mar 19 AODA Consultation - Mar 19 Wash Island Outpt	Edit		03/15/2019	03/15/2019	03/15/2019			1,227.50	
Vendor 17401 - HIRN MENTAL HEALTH COUNSELING Totals								Invoices	1	<u>\$1,227.50</u>
Vendor 8553 - IMELDA DELCHAMBRE 022019	Feb 2019 B-3 Interpreting 2hrs	Edit		03/15/2019	03/15/2019	03/15/2019			140.00	
Vendor 8553 - IMELDA DELCHAMBRE Totals								Invoices	1	<u>\$140.00</u>
Vendor 5078 - INNOVATIVE SERVICES, INC. 022019	Feb 2019 CCS Services 10.5hrs	Edit		03/15/2019	03/15/2019	03/15/2019			1,071.00	
Vendor 5078 - INNOVATIVE SERVICES, INC. Totals								Invoices	1	<u>\$1,071.00</u>
Vendor 10291 - [REDACTED] 032019	March 2019 Supplies for YCC	Edit		03/15/2019	03/15/2019	03/15/2019			17.57	
Vendor 10291 - [REDACTED] Totals								Invoices	1	<u>\$17.57</u>
Vendor 17397 - [REDACTED] 022019	Feb 2019 Client Meal Reim	Edit		03/15/2019	03/15/2019	03/15/2019			51.60	
Vendor 17397 - [REDACTED] Totals								Invoices	1	<u>\$51.60</u>
Vendor 21360 - JUSTICEPOINT, INC 022019	Feb 2019 Electronic Monitoring	Edit		03/15/2019	03/15/2019	03/15/2019			415.80	
Vendor 21360 - JUSTICEPOINT, INC Totals								Invoices	1	<u>\$415.80</u>
Vendor 22015 - [REDACTED] 022019	Feb 2019 Emp Mileage Reim 112mi	Edit		03/15/2019	03/15/2019	03/15/2019			64.96	
Vendor 22015 - [REDACTED] Totals								Invoices	1	<u>\$64.96</u>
Vendor 157 - KEWAUNEE CO DEPT OF HUMAN SRVC 032019	2018/2019 Transcriptionist Charges-Feb 2019 Psych Services	Edit		03/15/2019	03/15/2019	03/15/2019			3,677.17	
Vendor 157 - KEWAUNEE CO DEPT OF HUMAN SRVC Totals								Invoices	1	<u>\$3,677.17</u>
Vendor 12614 - [REDACTED] 022019	Feb 2019 Emp Mileage Reim 47mi	Edit		03/15/2019	03/15/2019	03/15/2019			27.26	
Vendor 12614 - [REDACTED] Totals								Invoices	1	<u>\$27.26</u>
Vendor 17200 - LAKESHORE CAP, INC. 022019-2	Feb CSP Tech/Peer Specialist	Edit		03/15/2019	03/15/2019	03/15/2019			560.89	
Vendor 17200 - LAKESHORE CAP, INC. Totals								Invoices	1	<u>\$560.89</u>
Vendor 14606 - LANGUAGE LINE SERVICES 022019	Feb 2019 Interpreter Charges 332min	Edit		03/15/2019	03/15/2019	03/15/2019			240.89	

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
			Vendor 14606 - LANGUAGE LINE SERVICES Totals				Invoices	1	\$240.89
Vendor 2006 - [REDACTED]									
022019	Feb 2019 Emp Mileage Reim 255mi	Edit		03/15/2019	03/15/2019	03/15/2019			147.90
			Vendor 2006 - [REDACTED] Totals				Invoices	1	\$147.90
Vendor 20086 - MARSHALL J BALES									
032019	Feb 19 Comp Screening/Mar 19 Court Testimony	Edit		03/15/2019	03/15/2019	03/15/2019			780.00
			Vendor 20086 - MARSHALL J BALES Totals				Invoices	1	\$780.00
Vendor 18398 - [REDACTED]									
022019	Feb 2019 Emp Mileage Reim 170mi	Edit		03/15/2019	03/15/2019	03/15/2019			98.60
			Vendor 18398 - [REDACTED] Totals				Invoices	1	\$98.60
Vendor 10274 - NASCO									
022019	Feb 2019 CLTS Purchases	Edit		03/15/2019	03/15/2019	03/15/2019			67.02
			Vendor 10274 - NASCO Totals				Invoices	1	\$67.02
Vendor 13477 - NORTHWEST PASSAGE LTD									
022019	Feb 2019 Assessment 3 days	Edit		03/15/2019	03/15/2019	03/15/2019			1,530.00
			Vendor 13477 - NORTHWEST PASSAGE LTD Totals				Invoices	1	\$1,530.00
Vendor 17788 - OPTIONS LAB, INC									
022019	Feb 2019 Drug Screens	Edit		03/15/2019	03/15/2019	03/15/2019			304.00
			Vendor 17788 - OPTIONS LAB, INC Totals				Invoices	1	\$304.00
Vendor 9732 - PATHWAYS TO A BETTER LIFE LLC									
022019	Jan/Feb 2019 AODA Residential Treatment	Edit		03/15/2019	03/15/2019	03/15/2019			9,156.00
			Vendor 9732 - PATHWAYS TO A BETTER LIFE LLC Totals				Invoices	1	\$9,156.00
Vendor 17442 - PHOENIX BEHAVIORAL HEALTH SVC									
022019	Feb 2019 CCS Services	Edit		03/15/2019	03/15/2019	03/15/2019			7,609.20
			Vendor 17442 - PHOENIX BEHAVIORAL HEALTH SVC Totals				Invoices	1	\$7,609.20
Vendor 5008 - PROFESSIONAL GUARDIANSHIPS INC									
022019	Feb 2019 Guardianship Services	Edit		03/15/2019	03/15/2019	03/15/2019			223.00
			Vendor 5008 - PROFESSIONAL GUARDIANSHIPS INC Totals				Invoices	1	\$223.00
Vendor 22245 - [REDACTED]									
012019-2	Jan 2019 CCOP 403.01 Rec Activities	Edit		03/15/2019	03/15/2019	03/15/2019			88.82
			Vendor 22245 - [REDACTED] Totals				Invoices	1	\$88.82

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Vendor 3394 - SHERRY PESCH									
022019	Feb 2019 Bookkeeping Services 48hrs	Edit		03/15/2019	03/15/2019	03/15/2019			1,008.00
			Vendor 3394 - SHERRY PESCH Totals			Invoices	1		<u>\$1,008.00</u>
Vendor 7694 - SPECIALIZED SERVICES LLC									
022019	Feb 2019 CSP Tech/CCS Services	Edit		03/15/2019	03/15/2019	03/15/2019			8,588.84
			Vendor 7694 - SPECIALIZED SERVICES LLC Totals			Invoices	1		<u>\$8,588.84</u>
Vendor 15069 - STAPLES ADVANTAGE									
022019-2	Feb/Mar 2019 HS Office Supplies/Chairs	Edit		03/15/2019	03/15/2019	03/15/2019			1,653.68
			Vendor 15069 - STAPLES ADVANTAGE Totals			Invoices	1		<u>\$1,653.68</u>
Vendor 9883 - T J WALKER MIDDLE SCHOOL									
032019	March 2019 Restitution Payment	Edit		03/15/2019	03/15/2019	03/15/2019			40.00
			Vendor 9883 - T J WALKER MIDDLE SCHOOL Totals			Invoices	1		<u>\$40.00</u>
Vendor 10289 - UNIVERSITY OF FLORIDA									
032019	Mar 2019 Annual TB Summit Conf Reg	Edit		03/15/2019	03/15/2019	03/15/2019			40.00
			Vendor 10289 - UNIVERSITY OF FLORIDA Totals			Invoices	1		<u>\$40.00</u>
Vendor 11787 - WI ASSOC ON PUBLIC ASSISTNC FR									
032019	Mar 2019 WAPAF Conf Reg Fee	Edit		03/15/2019	03/15/2019	03/15/2019			75.00
			Vendor 11787 - WI ASSOC ON PUBLIC ASSISTNC FR Totals			Invoices	1		<u>\$75.00</u>
Vendor 4331 - WI DEPT OF JUSTICE CRIME INFO									
022019	Feb 2019 Fingerprinting/Background Checks	Edit		03/15/2019	03/15/2019	03/15/2019			91.25
			Vendor 4331 - WI DEPT OF JUSTICE CRIME INFO Totals			Invoices	1		<u>\$91.25</u>
			Grand Totals			Invoices	59		<u><u>\$112,410.04</u></u>

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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 21961 - ANTHEM BLUE CROSS &BLUE SHIELD									
032019-2	March 2019 Refund for 2018 Services	Edit		04/01/2019	04/01/2019	04/01/2019			157.49
	Vendor 21961 - ANTHEM BLUE CROSS &BLUE SHIELD Totals						Invoices	1	\$157.49
Vendor 8124 - BARNES & NOBLE BOOKSELLERS									
032019	March 2019 DD Book Order	Edit		04/01/2019	04/01/2019	04/01/2019			15.96
	Vendor 8124 - BARNES & NOBLE BOOKSELLERS Totals						Invoices	1	\$15.96
Vendor 2717 - BELLIN HEALTH									
032019	Feb/Mar 2019 PCP Services	Edit		04/01/2019	04/01/2019	04/01/2019			905.45
	Vendor 2717 - BELLIN HEALTH Totals						Invoices	1	\$905.45
Vendor 2571 - BOYS & GIRLS CLUB OF DOOR CNTY									
022019	Feb 2019 CCS Services	Edit		04/01/2019	04/01/2019	04/01/2019			197.20
	Vendor 2571 - BOYS & GIRLS CLUB OF DOOR CNTY Totals						Invoices	1	\$197.20
Vendor 21443 - ██████████									
022019	Jan/Feb 2019 Emp Mileage/Meal Reim	Edit		04/01/2019	04/01/2019	04/01/2019			213.18
	Vendor 21443 - ██████████ Totals						Invoices	1	\$213.18
Vendor 5929 - CDW GOVERNMENT INC									
032019	Mar 2019 Earpiece Replacements	Edit		04/01/2019	04/01/2019	04/01/2019			2.88
	Vendor 5929 - CDW GOVERNMENT INC Totals						Invoices	1	\$2.88
Vendor 6486 - CHARTER COMMUNICATIONS									
032019	March 18,2019-April 17,2019 YCC Internet	Edit		04/01/2019	04/01/2019	04/01/2019			59.99
	Vendor 6486 - CHARTER COMMUNICATIONS Totals						Invoices	1	\$59.99
Vendor 2686 - COALITION FOR CHILDREN, YOUTH & FAMILIES									
032019	Mar 19 Foster Care Coord Conf Fee	Edit		04/01/2019	04/01/2019	04/01/2019			80.00
	Vendor 2686 - COALITION FOR CHILDREN, YOUTH & FAMILIES Totals						Invoices	1	\$80.00
Vendor 17122 - CORPORATE GUARDIANS OF NEW									
022019	Jan/Feb 2019 Guardianship Services	Edit		04/01/2019	04/01/2019	04/01/2019			200.00
	Vendor 17122 - CORPORATE GUARDIANS OF NEW Totals						Invoices	1	\$200.00
Vendor 12499 - DOOR COUNTY CLERK OF COURTS									
032019	March 2019 Victim/Witness Fees	Edit		04/01/2019	04/01/2019	04/01/2019			80.00
	Vendor 12499 - DOOR COUNTY CLERK OF COURTS Totals						Invoices	1	\$80.00
Vendor 1836 - DOOR COUNTY YMCA									

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032019-2	March 2019 YMCA Membership	Edit		04/01/2019	04/01/2019	04/01/2019			158.07
Vendor 1836 - DOOR COUNTY YMCA Totals									Invoices 1 <u>\$158.07</u>
Vendor 21809 - [REDACTED]									
032019	March 2019 Emp Mileage Reim 96mi	Edit		04/01/2019	04/01/2019	04/01/2019			55.68
Vendor 21809 - [REDACTED] Totals									Invoices 1 <u>\$55.68</u>
Vendor 21171 - EMERALD SHORES ASSISTED LIVING									
042019	April 2019 CBRF Room & Board	Edit		04/01/2019	04/01/2019	04/01/2019			4,500.00
Vendor 21171 - EMERALD SHORES ASSISTED LIVING Totals									Invoices 1 <u>\$4,500.00</u>
Vendor 9948 - HAKER COUNSELING LLC									
032019	March 20-27,2019 AODA Services	Edit		04/01/2019	04/01/2019	04/01/2019			850.00
Vendor 9948 - HAKER COUNSELING LLC Totals									Invoices 1 <u>\$850.00</u>
Vendor 22837 - JAY LIVINGSTON									
032019	March 2019 CCS Contracted Services/OWI Assessments	Edit		04/01/2019	04/01/2019	04/01/2019			1,548.75
Vendor 22837 - JAY LIVINGSTON Totals									Invoices 1 <u>\$1,548.75</u>
Vendor 5555 - JULIE TOYNE									
032019	March 2019 B-3 Therapy/Mileage	Edit		04/01/2019	04/01/2019	04/01/2019			3,682.96
Vendor 5555 - JULIE TOYNE Totals									Invoices 1 <u>\$3,682.96</u>
Vendor 10341 - [REDACTED]									
032019	March 2019 Emp Mileage Reim 38mi	Edit		04/01/2019	04/01/2019	04/01/2019			22.04
Vendor 10341 - [REDACTED] Totals									Invoices 1 <u>\$22.04</u>
Vendor 20787 - LIMITLESS POSSIBILITIES LLC									
022019	Feb 2019 AFH Care 16 days	Edit		04/01/2019	04/01/2019	04/01/2019			6,240.00
Vendor 20787 - LIMITLESS POSSIBILITIES LLC Totals									Invoices 1 <u>\$6,240.00</u>
Vendor 10050 - [REDACTED]									
022019-2	Feb 2019 CCOP Expenses	Edit		04/01/2019	04/01/2019	04/01/2019			33.96
Vendor 10050 - [REDACTED] Totals									Invoices 1 <u>\$33.96</u>
Vendor 8169 - MICHAEL P SAYERS PHD									
032019	March 2019 Psych Services 27hrs	Edit		04/01/2019	04/01/2019	04/01/2019			1,923.75
Vendor 8169 - MICHAEL P SAYERS PHD Totals									Invoices 1 <u>\$1,923.75</u>
Vendor 22666 - P.A.T.H. OF DOOR COUNTY									
042019	April 2019 YCC Rent	Edit		04/01/2019	04/01/2019	04/01/2019			638.00
Vendor 22666 - P.A.T.H. OF DOOR COUNTY Totals									Invoices 1 <u>\$638.00</u>

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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 15069 - STAPLES ADVANTAGE										
032019	March 2019 HS Office Supplies	Edit		04/01/2019	04/01/2019	04/01/2019			111.13	
							Vendor 15069 - STAPLES ADVANTAGE Totals	Invoices	1	<u>\$111.13</u>
Vendor 22199 - STRATEGIC BEHAVIORAL HEALTH										
022019-2	Feb 2019 Inpatient Services 6 days	Edit		04/01/2019	04/01/2019	04/01/2019			386.82	
							Vendor 22199 - STRATEGIC BEHAVIORAL HEALTH Totals	Invoices	1	<u>\$386.82</u>
Vendor 6480 - [REDACTED]										
032019	Feb/Mar 2019 Emp Reimbursements	Edit		04/01/2019	04/01/2019	04/01/2019			66.62	
							Vendor 6480 - [REDACTED] Totals	Invoices	1	<u>\$66.62</u>
Vendor 10312 - [REDACTED]										
022019	Feb/Mar 2019 Reim for Expenses	Edit		04/01/2019	04/01/2019	04/01/2019			295.50	
							Vendor 10312 - [REDACTED] Totals	Invoices	1	<u>\$295.50</u>
Vendor 22555 - [REDACTED]										
032019	Feb/Mar 2019 Emp Mileage Reim	Edit		04/01/2019	04/01/2019	04/01/2019			121.80	
							Vendor 22555 - [REDACTED] Totals	Invoices	1	<u>\$121.80</u>
Vendor 22349 - UNLIMITED POSSIBILITIES										
022019	Feb 2019 AFH Services	Edit		04/01/2019	04/01/2019	04/01/2019			9,520.00	
							Vendor 22349 - UNLIMITED POSSIBILITIES Totals	Invoices	1	<u>\$9,520.00</u>
Vendor 13022 - WENDY RAY										
032019	March 2019 B-3 Therapy/Mileage	Edit		04/01/2019	04/01/2019	04/01/2019			3,957.24	
							Vendor 13022 - WENDY RAY Totals	Invoices	1	<u>\$3,957.24</u>
Vendor 2306 - WHSFMA SPRING WORKSHOP										
032019	Mar 2019 WHSFMA Conf Reg Fee	Edit		04/01/2019	04/01/2019	04/01/2019			390.00	
							Vendor 2306 - WHSFMA SPRING WORKSHOP Totals	Invoices	1	<u>\$390.00</u>
Vendor 5999 - WISCONSIN DOCUMENT IMAGING										
032019	March 2019 HS/APS Copies	Edit		04/01/2019	04/01/2019	04/01/2019			80.00	
							Vendor 5999 - WISCONSIN DOCUMENT IMAGING Totals	Invoices	1	<u>\$80.00</u>
							Grand Totals	Invoices	30	<u><u>\$36,494.47</u></u>

VOUCHER

STATE OF WISCONSIN 2019
Door County

VENDOR # _____

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

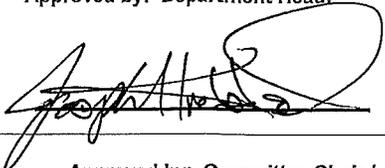
VENDOR NAME: Door County Dept of Human Services

VENDOR ADDRESS: c/o Dept Human Services

VENDOR ADDRESS: MONTHLY MEETING VOUCHERS

VENDOR ADDRESS: 421 Nebraska Street

Submitted By:
mark

Approved by: Department Head:


Approved by: Committee Chair / County Administrator

Added to Voucher Listing

↓ This Area to be Completed by Finance Department ↓ →

PAID BY _____

CHECK # _____

Voucher Listing Signed / Approved Meeting Date _____

Hold For Approval / Documentation After Processing

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
204	23				SUBMITTED FOR PAYMENT, BATCH #2019-00000147- 2019 Human Services vouchers to date. March processing		\$ 17,207.52		various - as attached	
VOUCHER TOTAL →							\$ 17,207.52	← VOUCHER TOTAL		

Accounts Payable Invoice Report

G/L Date Range 03/15/19 - 03/15/19

Report By Department - Batch - Vendor - Invoice
Summary Listing

ADRC, 2nd BATCH, MAR. 2019

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department 23 - HS Resource Center									
Batch Number 2019-0000147		Batch Date 03/15/2019			Entered by User Robin Mark				
Vendor 13325 - ADVOCATES-INDEPENDENT LIVINGII									
Sub-Department 23 HS Resource Center									
13325 FEB2019	FEB RSP/HOMEMAKER/HOMECARE/PE RSIONAL CARES	Edit		03/15/2019	03/15/2019	03/15/2019			1,931.79
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 13325 - ADVOCATES-INDEPENDENT LIVINGII Totals							Invoices	1	<u>1,931.79</u>
Vendor 8383 - AMAZON CAPITAL SERVICES, INC									
Sub-Department 23 HS Resource Center									
8383 MAR2019	CAREGIVER/NEW BUILDING/3D SUPPLIES	Edit		03/15/2019	03/15/2019	03/15/2019			673.46
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 8383 - AMAZON CAPITAL SERVICES, INC Totals							Invoices	1	<u>673.46</u>
Vendor 21172 - BAYSIDE HOME MEDICAL									
Sub-Department 23 HS Resource Center									
305764 ADRC	LIFT CHAIR-LD	Edit		03/15/2019	03/15/2019	03/15/2019			1,199.00
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 21172 - BAYSIDE HOME MEDICAL Totals							Invoices	1	<u>1,199.00</u>
Vendor 257 - BROTHERS DAIRY									
Sub-Department 23 HS Resource Center									
257 MAR2019	MAR RAW FOOD	Edit		03/15/2019	03/15/2019	03/15/2019			299.00
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 257 - BROTHERS DAIRY Totals							Invoices	1	<u>299.00</u>
Vendor 18153 - [REDACTED]									
Sub-Department 23 HS Resource Center									
18153 APR2019	APRIL NEWSLETTER/MENU REVIEW	Edit		03/15/2019	03/15/2019	03/15/2019			105.00
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 18153 - [REDACTED] Totals							Invoices	1	<u>105.00</u>
Vendor 4818 - CELLCOM WISCONSIN RSA 10									
Sub-Department 23 HS Resource Center									
4818 MAR2019	MAR CELL CHARGES-ADRC	Edit		03/15/2019	03/15/2019	03/15/2019			105.71
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 4818 - CELLCOM WISCONSIN RSA 10 Totals							Invoices	1	<u>105.71</u>
Vendor 19077 - [REDACTED]									

Accounts Payable Invoice Report

G/L Date Range 03/15/19 - 03/15/19
 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
Sub-Department 19077 MAR2019	23 HS Resource Center MAR CAREGIVER SUPPORT GROUP	Edit		03/15/2019	03/15/2019	03/15/2019			43.75
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 19077 - [REDACTED] Totals					Invoices	1		<u>\$43.75</u>
Vendor 16496 - DOOR-TRAN									
Sub-Department 16496 FEB2019	23 HS Resource Center FEB STAFF HOURS	Edit		03/15/2019	03/15/2019	03/15/2019			600.00
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 16496 - DOOR-TRAN Totals					Invoices	1		<u>\$600.00</u>
Vendor 9674 - ECONO FOODS									
Sub-Department 9674 MAR2019	23 HS Resource Center MAR RAW FOOD	Edit		03/15/2019	03/15/2019	03/15/2019			479.63
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 9674 - ECONO FOODS Totals					Invoices	1		<u>\$479.63</u>
Vendor 17474 - [REDACTED]									
Sub-Department 17474 FEB2019	23 HS Resource Center 28.40 FEB MOW MILEAGE REIMB	Edit		03/15/2019	03/15/2019	03/15/2019			16.48
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 17474 - [REDACTED] Totals					Invoices	1		<u>\$16.48</u>
Vendor 27395 - GOOD SAMARITAN, SCANDIA VILLAGE									
Sub-Department 27395 FEB2019	23 HS Resource Center FEB MOW	Edit		03/15/2019	03/15/2019	03/15/2019			532.00
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 27395 - GOOD SAMARITAN, SCANDIA VILLAGE Totals					Invoices	1		<u>\$532.00</u>
Vendor 22145 - GORDON FOOD SERVICE, INC									
Sub-Department 22145 MAR2019	23 HS Resource Center MAR RAW FOOD/JANITORIAL SUPPLIES/SALAD BAR/NUTRITIONAL SUPPLIES	Edit		03/15/2019	03/15/2019	03/15/2019			4,331.46
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 22145 - GORDON FOOD SERVICE, INC Totals					Invoices	1		<u>\$4,331.46</u>
Vendor 19080 - [REDACTED]									
Sub-Department 19080 FEB2019	23 HS Resource Center 40 FEB MOW MILEAGE REIMB	Edit		03/15/2019	03/15/2019	03/15/2019			23.20
	Sub-Department 23 HS Resource Center Totals					Invoices	1		0
	Vendor 19080 - [REDACTED] Totals					Invoices	1		<u>\$23.20</u>

Accounts Payable Invoice Report

G/L Date Range 03/15/19 - 03/15/19
 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
Vendor 10174 - IPSSOLUTIONS.COM LLC									
Sub-Department 23 HS Resource Center									
10174 17177	TRANSPORTATION MARKETING	Edit		03/15/2019	03/15/2019	03/15/2019			2,170.00
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	10174 - IPSSOLUTIONS.COM LLC Totals		Invoices	1		<u>\$2,170.00</u>
Vendor 21883 - [REDACTED]									
Sub-Department 23 HS Resource Center									
21883 MAR2019	ADPAW CONF DINNER	Edit		03/15/2019	03/15/2019	03/15/2019			10.58
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	21883 - [REDACTED] Totals		Invoices	1		<u>\$10.58</u>
Vendor 19650 - [REDACTED]									
Sub-Department 23 HS Resource Center									
19650 JAN/FEB201	111 JAN/FEB EMPLY MILEAGE REIMB	Edit		03/15/2019	03/15/2019	03/15/2019			64.38
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	19650 - [REDACTED] Totals		Invoices	1		<u>\$64.38</u>
Vendor 5354 - [REDACTED]									
Sub-Department 23 HS Resource Center									
5354 FEB2019	23 FEB MOW MILEAGE REIMB	Edit		03/15/2019	03/15/2019	03/15/2019			13.34
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	5354 - [REDACTED] Totals		Invoices	1		<u>\$13.34</u>
Vendor 18103 - LIFELINE DEPARTMENT \ DCMH									
Sub-Department 23 HS Resource Center									
18103 FEB2019	FEB LIFELINE	Edit		03/15/2019	03/15/2019	03/15/2019			60.00
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	18103 - LIFELINE DEPARTMENT \ DCMH Totals		Invoices	1		<u>\$60.00</u>
Vendor 18770 - MANNS STORE									
Sub-Department 23 HS Resource Center									
18770 FEB2019	FEB RAW FOOD	Edit		03/15/2019	03/15/2019	03/15/2019			600.75
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	18770 - MANNS STORE Totals		Invoices	1		<u>\$600.75</u>
Vendor 6544 - MEAT PROCESSORS INC									
Sub-Department 23 HS Resource Center									
6544 MAR2019	MAR RAW FOOD	Edit		03/15/2019	03/15/2019	03/15/2019			196.36
			Sub-Department	23 HS Resource Center Totals		Invoices	1		0
			Vendor	6544 - MEAT PROCESSORS INC Totals		Invoices	1		<u>\$196.36</u>
Vendor 7092 - [REDACTED]									

Accounts Payable Invoice Report

G/L Date Range 03/15/19 - 03/15/19
 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	
Sub-Department 23 HS Resource Center										
7092 FEB2019	64 FEB MOW MILEAGE REIMB	Edit		03/15/2019	03/15/2019	03/15/2019			37.12	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 7092 [REDACTED] Totals		Invoices	1	\$37.12
Vendor 4168 - [REDACTED]										
Sub-Department 23 HS Resource Center										
4168 FEB2019	46.8 FEB EMPLY MILEAGE REIMB	Edit		03/15/2019	03/15/2019	03/15/2019			27.18	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 4168 - [REDACTED] Totals		Invoices	1	\$27.18
Vendor 14091 - [REDACTED]										
Sub-Department 23 HS Resource Center										
14091 FEB2019	51.1 FEB MEALSITE MILEAGE REIMB-LG	Edit		03/15/2019	03/15/2019	03/15/2019			296.38	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 14091 - [REDACTED] Totals		Invoices	1	\$296.38
Vendor 15069 - STAPLES ADVANTAGE										
Sub-Department 23 HS Resource Center										
15069 FEB/MAR19	ADRC OFFICE SUPPLIES FEB/MAR 2019	Edit		03/15/2019	03/15/2019	03/15/2019			192.55	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 15069 - STAPLES ADVANTAGE Totals		Invoices	1	\$192.55
Vendor 30820 - STURGEON BAY UTILITIES										
Sub-Department 23 HS Resource Center										
30820 FEB2019	FEB UTILIES ADRC	Edit		03/15/2019	03/15/2019	03/15/2019			2,050.12	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 30820 - STURGEON BAY UTILITIES Totals		Invoices	1	\$2,050.12
Vendor 31820 - SUNSHINE HOUSE INC										
Sub-Department 23 HS Resource Center										
31820 JAN/FEB 19	JAN/FEB RSP-BG	Edit		03/15/2019	03/15/2019	03/15/2019			194.00	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 31820 - SUNSHINE HOUSE INC Totals		Invoices	1	\$194.00
Vendor 10942 - TIP TOP CLEANERS										
Sub-Department 23 HS Resource Center										
10942 FEB2019	FEB LAUNDRY/KITCHEN	Edit		03/15/2019	03/15/2019	03/15/2019			106.50	
						Sub-Department 23 HS Resource Center Totals		Invoices	1	0
						Vendor 10942 - TIP TOP CLEANERS Totals		Invoices	1	\$106.50

Accounts Payable Invoice Report

G/L Date Range 03/15/19 - 03/15/19
 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
Vendor 33170 - TOWN OF LIBERTY GROVE									
Sub-Department 23 HS Resource Center									
33170 FEB2019	FEB MEALSITE - 11 DAYS @ \$9/DAY	Edit		03/15/2019	03/15/2019	03/15/2019			99.00
Sub-Department 23 HS Resource Center Totals						Invoices	1		0
Vendor 33170 - TOWN OF LIBERTY GROVE Totals						Invoices	1		<u>\$99.00</u>
Vendor 20955 - UNITED HOME HEALTH SERVICES,LLC									
Sub-Department 23 HS Resource Center									
20955 FEB2019B	FEB RSP/IN HOME PERSONAL CARES	Edit		03/15/2019	03/15/2019	03/15/2019			228.58
Sub-Department 23 HS Resource Center Totals						Invoices	1		0
Vendor 20955 - UNITED HOME HEALTH SERVICES,LLC Totals						Invoices	1		<u>\$228.58</u>
Vendor 36120 - WARNER-WEXEL WHOLESALE & POOL									
Sub-Department 23 HS Resource Center									
36120 MAR2019	NUTRITIONAL/JANITORIAL/COFFEE/PARTY SUPPLIES	Edit		03/15/2019	03/15/2019	03/15/2019			520.20
Sub-Department 23 HS Resource Center Totals						Invoices	1		0
Vendor 36120 - WARNER-WEXEL WHOLESALE & POOL Totals						Invoices	1		<u>\$520.20</u>
Batch Number 2019-00000147 Totals						Invoices	30		<u>\$17,207.52</u>
Department 23 - HS Resource Center Totals						Invoices	30		<u>\$17,207.52</u>
23 HS Resource Center				Grand Totals		Invoices	30		<u><u>\$17,207.52</u></u>

Accounts Payable Invoice Report

G/L Date Range 04/01/19 - 04/01/19

Report By Department - Batch - Vendor - Invoice

Summary Listing

Dec, 1st batch, April 2019

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department 23 - HS Resource Center									
Batch Number 2019-00000171		Batch Date 04/01/2019			Entered by User Robin Mark				
Vendor 16735 - ABBY VANS INC									
Sub-Department 23 HS Resource Center									
16735 MULTIPLE	FEB 2019 TRANSP AND 2018 CORRECTED INV.	Edit		04/01/2019	04/01/2019	04/01/2019			59,199.12
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 16735 - ABBY VANS INC Totals							Invoices	1	<u>\$59,199.12</u>
Vendor 8383 - AMAZON CAPITAL SERVICES, INC									
Sub-Department 23 HS Resource Center									
19Q1-YL96-DCKH	BATTERIES AND TESTER FOR NEW BUILDING PROGRAMS	Edit		04/01/2019	04/01/2019	04/01/2019			26.98
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 8383 - AMAZON CAPITAL SERVICES, INC Totals							Invoices	1	<u>\$26.98</u>
Vendor 18248 - [REDACTED]									
Sub-Department 23 HS Resource Center									
18248 MAR2019	49 MAR MOW MILEAGE REIMB	Edit		04/01/2019	04/01/2019	04/01/2019			28.42
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 18248 - [REDACTED] Totals							Invoices	1	<u>\$28.42</u>
Vendor 13154 - [REDACTED]									
Sub-Department 23 HS Resource Center									
13154 MAR2019	65.7 MEALSITE MILEAGE REIMB-LG	Edit		04/01/2019	04/01/2019	04/01/2019			38.11
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 13154 - [REDACTED] Totals							Invoices	1	<u>\$38.11</u>
Vendor 257 - BROTHERS DAIRY									
Sub-Department 23 HS Resource Center									
257 MAR2019B	MAR RAW FOOD	Edit		04/01/2019	04/01/2019	04/01/2019			318.00
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 257 - BROTHERS DAIRY Totals							Invoices	1	<u>\$318.00</u>
Vendor 9674 - ECONO FOODS									
Sub-Department 23 HS Resource Center									
9674 MAR2019B	MAR RAW FOOD/SALAD BAR	Edit		04/01/2019	04/01/2019	04/01/2019			242.12
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 9674 - ECONO FOODS Totals							Invoices	1	<u>\$242.12</u>
Vendor 22145 - GORDON FOOD SERVICE, INC									

Accounts Payable Invoice Report

G/L Date Range 04/01/19 - 04/01/19
 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
Sub-Department 22145 MAR2019B	23 HS Resource Center MAR RAW FOOD/JANITORIAL SUP/SALAD BAR/NUTRITIONAL SUP/SALAD BAR	Edit		04/01/2019	04/01/2019	04/01/2019			3,957.25
	Sub-Department 23 HS Resource Center Totals						Invoices	1	0
	Vendor 22145 - GORDON FOOD SERVICE, INC Totals						Invoices	1	<u>\$3,957.25</u>
Vendor 17906 - [REDACTED]									
Sub-Department 17906 MAR2019	23 HS Resource Center 814.30 MAR MEALSITE/MOW MILEAGE REIMB	Edit		04/01/2019	04/01/2019	04/01/2019			472.29
	Sub-Department 23 HS Resource Center Totals						Invoices	1	0
	Vendor 17906 - [REDACTED] Totals						Invoices	1	<u>\$472.29</u>
Vendor 20934 - [REDACTED]									
Sub-Department 20934 FEB/MAR 19	23 HS Resource Center 203.90 FEB/MAR EMPLY MILEAGE REIMB	Edit		04/01/2019	04/01/2019	04/01/2019			118.26
	Sub-Department 23 HS Resource Center Totals						Invoices	1	0
	Vendor 20934 - [REDACTED] Totals						Invoices	1	<u>\$118.26</u>
Vendor 21883 - [REDACTED]									
Sub-Department 21883 MAR2019B	23 HS Resource Center 42.40 MAR EMPLY MILEAGE REIMB	Edit		04/01/2019	04/01/2019	04/01/2019			24.60
	Sub-Department 23 HS Resource Center Totals						Invoices	1	0
	Vendor 21883 - [REDACTED] Totals						Invoices	1	<u>\$24.60</u>
Vendor 18103 - LIFELINE DEPARTMENT \ DCMH									
Sub-Department 18103 MAR2019	23 HS Resource Center MAR LIFELINE	Edit		04/01/2019	04/01/2019	04/01/2019			95.00
	Sub-Department 23 HS Resource Center Totals						Invoices	1	0
	Vendor 18103 - LIFELINE DEPARTMENT \ DCMH Totals						Invoices	1	<u>\$95.00</u>
Vendor 20119 - [REDACTED]									
Sub-Department 20119 FEB/MAR 19	23 HS Resource Center 294 FEB/MAR EMPLY MILEAGE REIMB	Edit		04/01/2019	04/01/2019	04/01/2019			170.52
	Sub-Department 23 HS Resource Center Totals						Invoices	1	0
	Vendor 20119 - [REDACTED] Totals						Invoices	1	<u>\$170.52</u>
Vendor 10277 - [REDACTED]									

Accounts Payable Invoice Report

G/L Date Range 04/01/19 - 04/01/19
 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
Sub-Department 23 HS Resource Center									
10277 MAR2019	MAR TRG MEAL REIMB AND CTY CAR GAS	Edit		04/01/2019	04/01/2019	04/01/2019			57.66
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 10277 - [REDACTED] Totals							Invoices	1	<u>\$57.66</u>
Vendor 9189 - OLIVER PRODUCTS									
Sub-Department 23 HS Resource Center									
9189 MAR2019	MAR NUTRITIONAL SUPPLIES	Edit		04/01/2019	04/01/2019	04/01/2019			1,827.76
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 9189 - OLIVER PRODUCTS Totals							Invoices	1	<u>\$1,827.76</u>
Vendor 11155 - [REDACTED]									
Sub-Department 23 HS Resource Center									
11155 ADRC	MEALSITE SUPPORT-LG	Edit		04/01/2019	04/01/2019	04/01/2019			150.00
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 11155 - [REDACTED] Totals							Invoices	1	<u>\$150.00</u>
Vendor 21959 - SIR SPEEDY PRINTING									
Sub-Department 23 HS Resource Center									
88371 ADRC	NEW BUILDING SIGNAGE FOR DONATED PHOTO	Edit		04/01/2019	04/01/2019	04/01/2019			65.56
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 21959 - SIR SPEEDY PRINTING Totals							Invoices	1	<u>\$65.56</u>
Vendor 15069 - STAPLES ADVANTAGE									
Sub-Department 23 HS Resource Center									
15069 MAR2019	3408024412/MAR OFFICE SUPPLIES	Edit		04/01/2019	04/01/2019	04/01/2019			65.26
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 15069 - STAPLES ADVANTAGE Totals							Invoices	1	<u>\$65.26</u>
Vendor 31820 - SUNSHINE HOUSE INC									
Sub-Department 23 HS Resource Center									
31820 MAR2019	MAR DAY CARE-BG	Edit		04/01/2019	04/01/2019	04/01/2019			48.00
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 31820 - SUNSHINE HOUSE INC Totals							Invoices	1	<u>\$48.00</u>
Vendor 20955 - UNITED HOME HEALTH SERVICES,LLC									
Sub-Department 23 HS Resource Center									
20955 MAR2019	MAR HOMECARE/RSP	Edit		04/01/2019	04/01/2019	04/01/2019			617.82
Sub-Department 23 HS Resource Center Totals							Invoices	1	0
Vendor 20955 - UNITED HOME HEALTH SERVICES,LLC Totals							Invoices	1	<u>\$617.82</u>

Accounts Payable Invoice Report

G/L Date Range 04/01/19 - 04/01/19

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
Vendor 9654 - WAND									
Sub-Department 23 HS Resource Center									
9654 MAY2019	SPRING CONF REG-JF	Edit		04/01/2019	04/01/2019	04/01/2019			90.00
Sub-Department 23 HS Resource Center Totals						Invoices	1		0
Vendor 9654 - WAND Totals						Invoices	1		<u>\$90.00</u>
Vendor 36120 - WARNER-WEXEL WHOLESALE & POOL									
Sub-Department 23 HS Resource Center									
36120 MAR2019B	MAR NUTRITIONAL SUPPLIES/JANITORIAL SUPPLIES	Edit		04/01/2019	04/01/2019	04/01/2019			338.22
Sub-Department 23 HS Resource Center Totals						Invoices	1		0
Vendor 36120 - WARNER-WEXEL WHOLESALE & POOL Totals						Invoices	1		<u>\$338.22</u>
Batch Number 2019-00000171 Totals						Invoices	21		<u>\$67,950.95</u>
Department 23 - HS Resource Center Totals						Invoices	21		<u>\$67,950.95</u>
23 HS Resource Center				Grand Totals		Invoices	21		<u><u>\$67,950.95</u></u>

VOUCHER

STATE OF WISCONSIN

Door County

Submitted By: 66

alaluzerne 03.25.2019

VENDOR # 14532

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

VENDOR NAME: Walmart Credit Card

VENDOR ADDRESS: PO Box 530934

VENDOR ADDRESS: Atlanta GA 30353

VENDOR ADDRESS: _____

Approved by: Department Head:



Approved by: Committee Chair:

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 E
CHECK _____

TOTAL AMT

PAID _____

Fund	Dept	Sub Dept	Account Number	Subproject	Description	Qty	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number
240	47	3931	52815		Watercolors for therapists			\$ 8.20	03.12.19	#1
240	47	3963	53110		Earbuds/calculators for YCC			\$ 53.55	03.12.19	#2
240	47	3963	53179		Food for YCC			\$ 10.00	03.05.19	#3
240	47	3963	53110		Supplies for YCC			\$ 43.74	03.05.19	#3
240	47	3963	53179		Food for YCC			\$ 61.09	02.18.19	#4
240	47	3963	53110		Supplies for YCC			\$ 17.41	02.18.19	#4
VOUCHER TOTAL								\$ 193.99	VOUCHER TOTAL	

P:/Finance/Templates/voucherform.xls

myFavorites | Financial Management | Maintenance

G/L Account Inquiry - 240.47.3900.53106 - Office Supplies

G/L Transaction Inquiry

G/L Account - 240.47.3900.53106 - Office Supplies

From Date

To Date

G/L Account

Project

Journal Type

AB JE

BA EA

Search Reset



	G/L Date	G/L Account	Journal Type	SubLedger	Journal Number	Transaction Description	Debit	Credit
+	01/31/2019	240.47.3900.53140	Journal Entry	General Ledger	2019-00000867	January Journal Audits - Highway ...	\$360.12	
+	02/28/2019	240.47.3900.53140	Journal Entry	General Ledger	2019-00001469	Fuel Billing February		\$452.75

Door County Highway Department

Detail Invoice By Account For Vehicle Key

Date Range From: 2/1/2019 12:00:00 AM To: 2/28/2019 11:59:59 PM

Date	Vehicle Key	Vehicle Key Name	Driver ID	Odom	Pump	Price	Total Quantity	Total Amount
Account: 07100		Door County Human Services Department 421 Nebraska Street Sturgeon Bay, WI 54235						
Product	01	Unleaded						
2/1/2019	3048000003	DODGE CHARGER - 2018	47066	10946	01-1	\$2.229	18.100	\$40.34
2/19/2019	3048000003	DODGE CHARGER - 2018	47080	11517	02-1	\$2.229	7.950	\$17.72
2/26/2019	3048000003	DODGE CHARGER - 2018	47057	11898	02-1	\$2.229	3.180	\$7.09
Totals for Card:			# of Trans: 3	Avg price:		\$2.229	29.230	\$65.15
2/4/2019	3048000266	2013 Dodge Caravan-	47012	78826	02-1	\$2.229	3.800	\$8.47
2/5/2019	3048000266	2013 Dodge Caravan-	47005	78954	02-1	\$2.229	5.380	\$11.99
2/7/2019	3048000266	2013 Dodge Caravan-	47001	79056	01-1	\$2.229	5.000	\$11.15
2/11/2019	3048000266	2013 Dodge Caravan-	47090	79175	02-1	\$2.229	1.190	\$2.65
2/20/2019	3048000266	2013 Dodge Caravan-	47098	79514	03-1	\$2.229	7.510	\$16.74
2/21/2019	3048000266	2013 Dodge Caravan-	47090	79822	03-1	\$2.229	13.520	\$30.14
2/22/2019	3048000266	2013 Dodge Caravan-	47005	79849	02-1	\$2.229	1.660	\$3.70
2/28/2019	3048000266	2013 Dodge Caravan-	47001	80001	02-1	\$2.229	13.780	\$30.72
Totals for Card:			# of Trans: 8	Avg price:		\$2.229	51.840	\$115.55
2/1/2019	3048000300	2013 Dodge Avenger-Silver	47057	122193	02-1	\$2.229	3.930	\$8.76
2/5/2019	3048000300	2013 Dodge Avenger-Silver	47057	122272	02-1	\$2.229	3.350	\$7.47
2/6/2019	3048000300	2013 Dodge Avenger-Silver	47086	122309	03-1	\$2.229	1.840	\$4.10
2/15/2019	3048000300	2013 Dodge Avenger-Silver	47084	122360	02-1	\$2.229	2.770	\$6.17
2/21/2019	3048000300	2013 Dodge Avenger-Silver	47086	122387	02-1	\$2.229	1.280	\$2.85
Totals for Card:			# of Trans: 5	Avg price:		\$2.229	13.170	\$29.36
2/1/2019	3048000316	2014 Dodge Caravan-True	47082	76833	02-1	\$2.229	5.570	\$12.42
2/4/2019	3048000316	2014 Dodge Caravan-True	47086	76872	02-1	\$2.229	1.030	\$2.30
2/5/2019	3048000316	2014 Dodge Caravan-True	47090	76883	02-1	\$2.229	1.360	\$3.03
2/6/2019	3048000316	2014 Dodge Caravan-True	47090	76985	02-1	\$2.229	4.800	\$10.70
2/8/2019	3048000316	2014 Dodge Caravan-True	47090	77286	03-1	\$2.229	13.760	\$30.67
2/11/2019	3048000316	2014 Dodge Caravan-True	47086	77325	02-1	\$2.229	2.290	\$5.10
2/13/2019	3048000316	2014 Dodge Caravan-True	47066	77453	03-1	\$2.229	6.090	\$13.57
2/18/2019	3048000316	2014 Dodge Caravan-True	47086	77488	03-1	\$2.229	1.790	\$3.99
2/20/2019	3048000316	2014 Dodge Caravan-True	47020	55000	02-1	\$2.229	7.930	\$17.68
2/21/2019	3048000316	2014 Dodge Caravan-True	47005	77762	02-1	\$2.229	1.890	\$4.21
Totals for Card:			# of Trans: 10	Avg price:		\$2.229	46.510	\$103.67
2/13/2019	3048000438	2014 Dodge Caravan-	47090	65099	02-1	\$2.229	6.090	\$13.57
2/14/2019	3048000438	2014 Dodge Caravan-	47090	65312	02-1	\$2.229	8.940	\$19.93
2/19/2019	3048000438	2014 Dodge Caravan-	47057	65522	02-1	\$2.229	9.900	\$22.07
2/22/2019	3048000438	2014 Dodge Caravan-	47091	65899	02-1	\$2.229	16.000	\$35.66
2/22/2019	3048000438	2014 Dodge Caravan-	47012	66003	02-1	\$2.229	4.200	\$9.36
2/26/2019	3048000438	2014 Dodge Caravan-	47066	66131	02-1	\$2.229	5.700	\$12.71
2/28/2019	3048000438	2014 Dodge Caravan-	47090	66383	03-1	\$2.229	11.540	\$25.72
Totals for Card:			# of Trans: 7	Avg price:		\$2.229	62.370	\$139.02
Totals for Product:			# of Trans: 33	Avg price:		\$2.229	203.120	\$452.75
Totals for Account:				Avg price:		\$2.229	203.120	\$452.75

**DOOR COUNTY DEPARTMENT OF HUMAN SERVICES
BUDGET TO ACTUAL SUMMARY**

Prepared March 5, 2019 by JoAnn Baumann, Door County Finance Department

Updated by Julie Behnke 4/1/2019

REVENUES

Description	2018 Budget as		Difference	Comments
	Amended	2018 Actual	2018	
County Tax Levy	\$3,091,521	\$3,091,521	\$0	
Child Care	\$48,117	\$44,426	(\$3,691)	
Income Maintenance Consortium	\$481,785	\$475,825	(\$5,960)	
IM Enhanced Funding Cost Settlement	\$0	\$67,526	\$67,526	
WHEAP	\$50,539	\$52,084	\$1,545	
Total Economic Support	\$580,441	\$639,861	\$59,420	
Birth to Three Program	\$78,408	\$78,408	\$0	
CLTS Waiver Program	\$587,398	\$530,378	(\$57,020)	
Children's COP	\$56,876	\$30,999	(\$25,877)	
Collections -Developmental Disabilities	\$92,000	\$55,142	(\$36,858)	
Total Childrens Long Term Programs	\$814,682	\$694,927	(\$119,755)	
IDP Emergency Supplemental Funds	\$20,000	\$0	(\$20,000)	
AODA Block Grant	\$54,143	\$51,449	(\$2,694)	
STRIDE Program Revenue	\$0	\$523	\$523	
Collections -Alcohol & Other Drug Abuse	\$19,000	\$11,214	(\$7,786)	
Collections -Mental Health	\$86,500	\$101,974	\$15,474	
Collections -Psychiatrist	\$41,000	\$29,841	(\$11,159)	
Collections -Intoxicated Driver Program	\$67,500	\$69,358	\$1,858	
Total Behavioral Health	\$288,143	\$264,359	(\$23,784)	
CCS Revenues	\$1,609,384	\$1,205,107	(\$404,277)	
CCS Coordinator Revenue	\$62,448	\$55,029	(\$7,419)	
CCS Reconciliation Revenue	\$0	\$100,988	\$100,988	
Total CCS and CST Revenues	\$1,671,832	\$1,361,125	(\$310,707)	
Initiatives for Coordinated Services	\$60,000	\$52,133	(\$7,867)	
Mental Health Block Grant	\$7,665	\$7,613	(\$52)	
Community Mental Health Program	\$103,623	\$103,623	\$0	
Elder Abuse	\$13,429	\$13,429	\$0	
APS	\$22,783	\$22,783	\$0	
Collections Community Support Program	\$275,000	\$335,355	\$60,355	
Total Community Support Programs	\$422,500	\$482,803	\$60,303	
Youth Aids	\$242,338	\$242,338	\$0	
Juvenile Justice Comm. Intervention	\$10,050	\$9,712	(\$339)	
Foster Parent Training	\$2,858	\$636	(\$2,222)	
Promoting Safe & Stable Families	\$38,069	\$38,069	\$0	
Kinship Care	\$37,938	\$34,555	(\$3,383)	
In Home Safety Services	\$17,600	\$9,667	(\$7,933)	
Total Childrens Protective Services	\$348,853	\$334,976	(\$13,877)	
Basic County Allocation (BCA)	\$1,148,194	\$1,148,194	\$0	
WIMCR	\$50,000	\$184,897	\$134,897	
Trauma Informed Parenting Grant	\$0	\$0	\$0	
WECCP Grant	\$500	\$500	\$0	
Rep Payee Reimbursement	\$12,000	\$14,406	\$2,406	
Miscellaneous Revenues	\$0	\$1,098	\$1,098	
----PCW Program	\$101,176	\$11,926	(\$89,250)	
----Miscellaneous Collections	\$18,000	\$32,621	\$14,621	
Allowance for Indirect Costs	\$763,125	\$763,125	\$0	
Prior Year Revenues	\$0	\$71,217	\$71,217	
Juv. Restitution & Victim Witness Fees (pass-through)	\$0	\$2,572	\$2,572	
Donations	\$0	\$0	\$0	
Inter-Dept-Sheriff	\$0	\$18,882	\$18,882	
Transfers In	\$11,630	\$11,630	\$0	
Total Basic and Misc Revenues and Collections	\$2,104,625	\$2,261,067	\$156,442	
Total Revenues	\$9,382,597	\$9,182,772	(\$199,825)	

EXPENDITURES				
<u>Description</u>	<u>2018 Budget as</u>		<u>Difference</u>	
	<u>Amended</u>	<u>2018 Actual</u>	<u>2018</u>	
				<u>Comments</u>
Agency Administration	\$2,469,934	\$2,235,674	(\$234,260)	
All Other DCDHS Staff Costs	\$3,537,588	\$2,746,528	(\$791,060)	
Income Maintenance Purchased Services	\$6,063	\$7,364	\$1,301	
WHEAP	\$0	\$233	\$233	
Total Economic Support	\$6,063	\$7,597	\$1,534	
Birth to Three Program	\$206,800	\$173,006	(\$33,794)	
Developmental Disabilities Purch. Services	\$12,400	\$6,137	(\$6,263)	
CLTS Waiver Program	\$477,748	\$378,910	(\$98,838)	
Children's COP	\$56,876	\$27,113	(\$29,763)	
Total Childrens Long Term Programs	\$753,824	\$585,167	(\$168,657)	
Behavioral Health	\$611,000	\$663,003	\$52,003	
AODA Block Grant	\$54,143	\$52,424	(\$1,719)	
Total Behavioral Health	\$665,143	\$715,427	\$50,284	
CCS	\$917,550	\$1,268,656	\$351,106	
Initiatives for Coordinated Services	\$12,000	\$60,227	\$48,227	
Community Support Program	\$39,000	\$32,469	(\$6,531)	
Mental Health Block Grant	\$7,665	\$7,613	(\$52)	
Adults & Elderly	\$36,212	\$35,830	(\$382)	
Community Mental Health	\$175,902	\$242,156	\$66,254	
Total Community Support Programs	\$258,779	\$318,068	\$59,289	
Alternate Care	\$248,139	\$234,249	(\$13,890)	
Children & Families	\$92,620	\$81,820	(\$10,800)	
Juvenile Community Services	\$19,050	\$14,892	(\$4,158)	
Juvenile Restitution & Victim Witness Fees (pass-through)	\$0	\$2,572	\$2,572	
Youth Aids	\$280,631	\$144,840	(\$135,791)	
Ih Home Safety Services	\$17,600	\$1,751	(\$15,849)	
Total Child Protection Services	\$658,040	\$480,124	(\$177,916)	
Miscellaneous	\$2,500	\$500	(\$2,000)	
PCW Program	\$101,176	\$9,469	(\$91,707)	
Total Expenditures	\$9,382,597	\$8,427,438	(\$955,159)	
Revenues in Excess of Expenditures	\$0	\$755,335		

DOOR COUNTY SRC - ADRC				
2018 BUDGET SUMMARY				
Prepared March 5, 2019 by JoAnn Baumann, Door County Finance Department				
Updated 4/3/2019				
Account Name	2018 Budget as Amended	2018 Actual	Difference 2018	Comments
REVENUES				
General Property Tax Levy	526,964	526,964	0	
State ADRC Funding	390,273	404,202	13,929	
State Elder Abuse Grant	0	0	0	
State/Fed Aid - Nutrition Programs	121,901	120,348	(1,553)	
State Aid - Aging Programs	165,229	161,667	(3,562)	
State Aid - Transportation	653,121	628,132	(24,989)	
Local Collections and Donations	125,000	165,090	40,090	
Other Revenue	6,000	25,250	19,250	
Offset for Allocated County Costs	49,003	49,003	0	
Transfers In From Other Funds	5,197	5,197	0	
Prior Years' Revenue	0	12,296	12,296	
Transfer from Fund Balance	19,979	19,979	0	Donation Reserves for new building expense
Transfer from Vehicle Replacement Fund	0	0	0	
Total Tax Levy, Revenues and Transfers	2,062,667	2,118,129	55,462	
EXPENDITURES				
ADRC Operations	465,001	451,906	(13,095)	
SRC Administration	534,072	(100)	(534,172)	These costs are allocated out to programs below
C Expenditures Paid from Donations Account	19,979	22,474	2,495	
C-1 Congregate Meals	81,942	224,816	142,874	Includes unbudgeted Staff & Admin Allocations of \$144,725
C-2 Home-Delivered Meals	94,276	221,726	127,450	Includes unbudgeted Staff & Admin Allocations of \$129,587
Title III B Supportive Services	7,908	121,942	114,034	Includes unbudgeted Staff & Admin Allocations of \$117,522
Senior Community Services	18,000	69,552	51,552	Includes unbudgeted Staff & Admin Allocations of \$62,517
SRC Transportation	117,908	134,992	17,084	
Alzheimer's Family & Caregiver Support	17,897	17,125	(772)	
Title III D Preventive Health	2,400	1,354	(1,046)	
Benefit Specialist	93,651	70,881	(22,770)	
Title III E Caregivers Support Program	20,753	21,437	684	
OCI Medicare Transition Grant	3,275	3,275	0	
SHIP Grant	5,000	5,000	0	
DOT 5311 Transportation	576,696	560,104	(16,592)	
MIPPA Grant	2,610	2,610	0	
Transfers to Other Funds	0	17,075	17,075	
			0	
TOTAL EXPENDITURES	2,061,366	1,946,169	(115,198)	

DOOR COUNTY SRC - ADRC				
2018 BUDGET SUMMARY				
Prepared March 5, 2019 by JoAnn Baumann, Door County Finance Department				
Updated 4/3/2019				
Account Name	2018 Budget as Amended	2018 Actual	Difference 2018	Comments
SUMMARY				
TOTAL REVENUES AND TRANSFERS	2,062,667	2,118,129	55,462	
TOTAL EXPENSES	2,061,366	1,946,169	(115,198)	
DIFF - REVENUE OVER EXPENSES	1,301	171,960	170,659	
SALARY & BENEFITS	1,052,837	998,182	(54,655)	
OTHER EXPENDITURES	1,008,529	947,986	(60,543)	
TOTAL EXPENDITURES	2,061,366	1,946,169	(115,198)	
Total Revenue - ADRC	439,276	453,205	13,929	
Total Revenue - SRC*	1,623,391	1,664,924	41,533	
	2,062,667	2,118,129	55,462	
Total Expenses - ADRC	465,001	451,906	(13,095)	
Total Expenses - SRC	1,596,366	1,494,263	(102,103)	
	2,061,366	1,946,169	(115,198)	
DIFF - REV LESS EXPEND**	1,301	171,960	170,659	
*Not all amounts listed are actual revenue, but include transfers from Reserve accounts for specified expenditures.				
**In 2018, \$1301 of expenses were moved out of the Senior Center budget to the Facilities & Parks budget for refuse collection.				
5311 Transportation Revenues only			531,728	
5311 Transportation Expenses only			(560,104)	
			(28,376)	Actual net cost of 5311
Add: Employee Staff costs used as Match			20,874	
Additional Tax levy needed over and above fixed costs			(7,503)	
WITHOUT 5311 TRANSPORTATION				
Total Revenue - ADRC (Includes Indirect Cost Offset)			453,205	
Total Revenue - Aging			1,133,196	
			1,586,401	
Total Expenses - ADRC (Includes Indirect Costs)			(451,906)	
Total Expenses - SRC			(934,159)	
			(1,386,065)	
			DIFF - REV LESS EXPEND	200,336
Surplus (Shortfall) ADRC				1,299
Surplus (Shortfall) Aging				199,037
Less: 5311 Transportation deficit				(28,376)
Excess appropriation back to General Fund				171,959

BUREAU OF AGING AND DISABILITY RESOURCES AGING UNIT SELF-ASSESSMENT FOR 2018							
County/Tribe: Door County							
Name of Aging Unit Director: Jake Erickson							
Approved by Commission on Aging?	Yes		No	x	Date approved	Tentative Date of Approval April 9 th , 2019.	
Part I: Compliance With the Wisconsin Elders' Act <i>Refer to Section 3-D (Statutory Requirements for the Structure of the Aging Unit) in your 2016-2018 Aging Plan</i>							
					Yes	No	
					Describe Change		
Has the organization of the <i>Aging Unit</i> changed this past year?						X	
Has the organization of the <i>Commission on Aging</i> changed this past year?						X	
Does the aging unit have a full-time aging director?					X		
Is the membership of the Commission on Aging in Compliance? <i>Members of a county or tribal commission on aging shall serve no more than 2 consecutive 3-year terms. In the case of county board members, the requirement is 3 consecutive 2-year terms.</i>					X		
Members of the Commission on Aging (please list)							
Official Name of the Aging Unit's Policy-Making Body:					ADRC Advisory Committee		
Name of Individual		Age 60 and Older (x)	Elected Official (x)	Mo./Year first term began	Mo./Year final term ends		
Chairperson: Helen Bacon		x	x	04/2018	04/2021		
Roxanne Boren		x		04/2019	04/2021		
Mike Green		x		04/2017	04/2021		
Lucille Kirkegaard		x		04/2016	04/2020		
Vic Verni		x		04/2019	04/2022		
Carol Moellenberndt		x		04/2016	04/2020		
Tom Krueck (PD Representative)		x		04/2014	04/2020		
Melissa Wolfe (DD Representative)				04/2016	04/2022		
Tami Leist (DD Representative)				04/2016	04/2022		
Members of the Commission on Aging (please list)							

Official Name of the Aging Unit's Policy-Making Body:		Nutrition Advisory Council		
Name of Individual	Age 60 and Older (x)	Elected Official (x)	Mo./Year first term began	Mo./Year final term ends
Chairperson: Megan Lundahl		x	04/2018	04/2022
Sue Clemens	x		04/2014	04/2020
Lynn Ballendux	x		04/2014	04/2020
Debbie Dahms	x		04/2019	04/2021
Roxanne Boren	x		04/2019	04/2021
Winnie Jackson	x		04/2019	04/2022
Steve Hey	x		04/2019	04/2022
Part II: Activities to Help Older People Advocate for Themselves				
1. What does the aging unit do to inform older people about the issues that affect their lives?				
<p>A monthly newsletter is distributed both on-line and in hard copy to keep the older adults and adults living with a disability residing in Door County informed on issues that affect their lives. Contributing to our newsletter on a monthly basis with community news and educational articles are the following local agencies and groups: Door County Caregiver Coalition, Adult Protective Services, Elderly Benefit Specialist, Door County Housing Authority, Door County Medical Center, Sunflower Cottage Adult Day Program and Door Tran.</p> <p>Almost every Monday from 8-11am, unless he has a scheduling conflict, Mark Moeller or better known around our facility as the "Gadget Guy", conducts one-on-one appointments with older adults interested in learning more about a technological device. He is a popular guy. This service we find extremely beneficial to our older adults in teaching them how to navigate the world of technology.</p> <p>On January 15th NWTC held a presentation on "Healthy Cents: Getting the Most for Your Food Dollars"</p> <p>On February 5th Asera Care Hospice gave a presentation on "How to Cope with Grief & Loss"</p> <p>On February 13th Dr. Staudenmaier from Staudenmaier Chiropractic gave a presentation on "Aging Gracefully"</p> <p>On February 20th Mary Bink, Elderly Benefit Specialist gave a presentation on "New Medicare Cards: What You Should Know"</p>				

On February 21st the Door County Fire Chief gave a presentation “Safe at Home”

On February 27th Public Health gave a presentation on “The Importance of Oral Health for Older Adults”

Starting on March 21st – May 23rd the ADRC and YMCA held an Aging Mastery Program Spring session. This was a ten week class that helped older adults gain a new perspective, knowledge and skills from experts in the field to help individuals master the following age-related topics: Navigating Longevity, Exercise & You, Sleep, Healthy Eating & Hydration, Financial Fitness, Medication Management, Advance Planning, Healthy Relationships, Fall Prevention and Community Engagement.

On March 1st we started a brand new “Apple Mac User Group” class. Classes were intended to teach and inform older adults how to use Apple devices more effectively. Classes occurred on the 1st Thursday of every month.

On March 9th Economic Support staff gave a presentation on “Energy Assistance: Program Overview”

On March 13th we started a brand new basic computer information class for older adults. Participants were asked to bring their own laptops and devices. Classes were held on the 2nd & 4th Tuesdays of the month.

On April 17th Door-Tran gave a presentation on “Transportation Resources in Door County”

From May 7th – June 25th the ADRC in partnership with the Door County YMCA held a Stepping On: Falls Prevention Program.

On May 23rd the ADRC and the Rotary Club of Door County hosted a “Hearing Loop Presentation” by Dr. Juliette Sterkens.

On May 18th Dietician Carmen Schroeder gave a presentation on “Healthy Snack Ideas” for older adults.

On June 15th the ADRC and the Washington Island Community Health Program (WICHHP) hosted an open house event on Washington Island. There were representatives from each of the following agencies: Door-Tran, Unity Hospice, LifeAssist, Door County Medical Center, HELP of Door County, Sturgeon Bay Health Services and the United Way of Door County.

On June 19th Vickie Daoust gave a presentation on Sivananda Style Yoga.

On June 19th the Alzheimer’s Association gave a presentation on “Financial & Legal Issues”.

On July 11th we started a ten week “BE! Brain Enrichment Course”. Participant’s learned all about the brain’s processes of Attention, Working Attention, Long-Term Memory, Reasoning and

Problem-Solving. Use mental exercises to engage and stimulate the brain. Learn about lifestyle practices for maintaining brain health. Practice strategies for improving thinking and memory.

On July 12th Cathy Keller, RD, gave a presentation on “The MIND Diet”. What are the top 10 foods for brain health?

On July 25th Calvin Richtig, ATP, gave a presentation on “Gadgets and Devices for the Hard of Hearing”. A show and tell style session of equipment that can assist you in your life with hearing loss.

On August 16th Sue Exworthy from Behavioral Health gave a presentation on “Mental Health and Aging”. This was the first event of a series of mental health wellness topics in partnership with Behavioral Health.

On August 23rd Marggie Hatala gave a presentation on “What is an Elder Care/End of Life Doula?”

On August 23rd the American Heart Association gave a presentation on “High Blood Pressure” and provided participants the opportunity to have their blood pressure checked.

On August 30th Carmen Schroeder gave a presentation on “Hot Topics in Nutrition for Older Adults”.

On September 10th NWTC gave a presentation on “Healthy Cents: Food Choices on a Budget”.

On September 14th Mary Bink, Elderly Benefit Specialist gave a presentation on “ABCD’s of Medicare”.

On September 20th AARP held a “Smart Driver Course” for older adults. The course taught participants defensive driving techniques, new traffic laws and rules of the road, how to deal with aggressive drivers, how to safely navigate adverse weather conditions and useful information on automatic technology.

Throughout the month of October the ADRC in partnership with the DC Medical Clinic held a four part series called “Art for Health”. Every Wednesday throughout the month of October participants took part in the following art classes for the betterment of their overall health and wellbeing: The Joy of Collage, Mindful Meditation & Chair Yoga, Essential Oils and The Creative Mind & Art of Storytelling.

On October 15th Carmen Schroeder, RD, gave a presentation on “Seniors Eating Well: Great Grains Discovery”.

On November 12th Sue Exworthy, from our Behavioral Health Unit, gave a presentation on “Sleep and Chronic Pain”. Sue discussed co-existing conditions and the vicious circle of one impacting the other. Sue also offered participants ideas for fellow pain and sleep sufferers in a relaxing and open forum.

On November 16th Carmen Schroeder, RDN, gave a presentation on “A Diabetes-Friendly Guide to Counting Carbs”.

On November 19th Imelda Delchambre from UW-Extension gave a presentation on “All Star Senior Snacks”.

On November 27th Dr. Luke Staudenmaier gave a presentation on “The Latest Findings About Pain and Alzheimer’s Disease.”

On November 29th a group of UW-Madison students gave a presentation on “What You Should Know About the Pneumonia Vaccine”.

On December 4th Rachel Reas of Aurora BayCare Medical Center in Green Bay lead a discussion on “Stroke Awareness”.

2. How does the aging unit teach older people to act as advocates?

Throughout 2018 the ADRC helped enhance, advertise and/or facilitate the following monthly support groups: Memory Café, Caregiver Support Groups, Stroke Support Group, Parkinson’s Support Group, Pulmonary Support Group, Cancer Survivors Support Group, Grief and Loss Support Group, Early Memory Loss Support Group, Hearing Impaired Support Group and the Low Vision Support Group. Each of the following groups mentioned above work on teaching people how to become better advocates for themselves or a loved one they are caring for. Throughout the year each group also will periodically schedule a guest speakers to discuss local community topics and resources.

On January 9th Andrea Patza from Aurora Health Clinic gave a presentation on “How to Speak to Your Provider”

On January 10th Nicolet Bank gave a presentation on “The Equifax Breach & How to Protect Yourself Financially”

On April 24th Managing Attorney Jessica Trudell with the Guardianship Support Center of WI gave a presentation on “Guardianship”. Participants learned about the process of establishing guardianship, what it means to have or be a guardian and alternative options to guardianship.

On May 8th the ADRC hosted a webcast for consumers to learn more about the Medicaid – SSI Managed Care Program Changes.

On June 15th hosted a presentation on “Elder and Senior Financial Scams”.

On September 13th the ADRC in partnership with the League for Women Voters hosted a Candidate Forum for the Door County Sherriff Election. During the candidate forum members of the League of Women Voters helped new voters, citizens who have moved or changed their name register to vote. Those who attend the forum were able to hear from both candidates running for Door

County Sherriff.

Starting on October 8th the ADRC in partnership with DC Medical Clinic started a Powerful Tools for Caregivers course.

On October 11th the ADRC held an “Identity Theft: Protect & Prevent” presentation.

3. How does the aging unit advocate on behalf of the older people it serves?

The Door County ADRC advocates on behalf of older people largely through collaboration with other organizations and agencies throughout our community, direct service with consumers and their families and in the creation of resources and programs that meet a need within our community. We have staff who regularly on a monthly basis participate on an Interdisciplinary Team to share resources, knowledge and make recommendations to better serve our high risk older adults.

The Assistant ADRC Director also leads and facilitates a monthly Caregiver Coalition meeting. During that time we meet with other community organizations every other month to advocate for those who are caring for an older loved one. The mission of our Caregiver Coalition is to explore and make recommendations on how to meet the needs of individuals who are in a caregiving role for someone they love.

Additionally, our ADRC is an active member of a number of community oriented advocacy groups the following are a few: the Northern Door County Health and Wellness group, the Door County Aging Provider’s Network group, Door Tran Board, Transportation Resource Improvement Partners (TRIP) Committee, I-Team facilitated by our APS Unit, Northern Door Aging Coalition, Hoarders Task Force, Operation Fresh Start, County Communities on Transition (CCoT), Door County Parish Nurse Network, Emergency Food & Shelter Committee and the Quality & Safety Sub-Committee for the DC Medical Center.

Throughout the month of June the ADRC and APS Unit held a series of events and programs all focusing on elder abuse awareness. The events and programs held throughout the month included the following: Pinwheel Display outside the ADRC (each pinwheel represented an open elder abuse case), prescription medication collection event, a presentation on the Silver Alert program, a presentation on scams and how to protect yourself against scams and a presentation from HELP of Door County’s elder abuse advocate on supporting older adults who have experienced intimate partner abuse. We also encouraged people to wear purple throughout the month of June to show their support for elder abuse prevention.

On Saturday, September 29th our ADRC team participated in a Walk to End Alzheimer's here in Sturgeon Bay.

Part III: Progress on the Aging Unit Plan for Serving Older People				
Aging Unit Plan Goals	Progress Notes <i>(briefly summarize only those activities completed as of Dec. of each year; explain if a goal was not accomplished)</i>	Check if Done		
		2016	2017	2018
Focus Area 6-A. Involvement of Older People in Aging-Related Program Development and Planning				
<p>In order to increase the visibility of the Advisory groups; ADRC, Senior Advisory Committee and Nutrition Council, the ADRC Director and Aging Unit Manger will work with the three committees to explore options for increased advertisement, collaboration, and information sharing to the policy making boards. By December 2016, the group will have three action recommendations, one in each area for implementation in 2017.</p>	<p>This goal was accomplished. Throughout 2016 the ADRC and Aging Unit met to discuss future programmatic development and planning. The ADRC Director and Aging Unit Manager worked with their prospective advisory groups to explore options for increased advertisement, collaboration and information sharing in order to boost each advisory group’s visibility. We increased their partnered outreach efforts throughout the year. On several occasions one of our advisory committee members partnered with a staff member in conducting an outreach presentation. Our advisory groups also sponsored several events we held at our facility. For instance, in May they sponsored an ADRC/Aging Unit Open House. During the event several advisory committee members were recognized and gave a presentation on different aspects of our organization. Lastly, the third action recommendation was to increase the advisory committee member’s volunteer involvement. A number of our committee members volunteered to help out at one of larger monthly celebrations and in other program areas like our community garden or in facilitating our arts and crafts group.</p>	X		

<p>In an effort to enhance the Aging Unit and ADRC’s operational effectiveness within the community we serve, both units will work towards building a more integrative arrangement by December 2017. This will include the following tasks: designating one agency name which is the “Aging and Disability Resource Center (ADRC) of Door County.” In addition to one agency name there will also be one agency phone number, which is 920.746.2372(ADRC). There will also be work towards creating one comprehensive marketing plan which will include one unified brand and website. Having one comprehensive marketing plan will further promote our agency as one entity and support a greater “one stop shop” philosophy. Lastly, the ADRC Director and Aging Unit Manager will work to combine the Senior Services Advisory Committee with the ADRC Advisory Committee, keeping the Nutritional Advisory Council separate.</p>	<p>Following the recommendations crafted by the ADPAW Committee, we have accomplished this goal. Throughout 2017 our Aging Unit gradually was folded into the ADRC structure. We no longer have an Aging Unit Manager. That position has been reclassified as our ADRC Assistant Director. However, the job description was minimally effected. Our ADRC Assistant Director still takes the lead on overseeing the operations, including staff, for our OAA programs and services. We are strictly known as the ADRC of Door County. Our phone number is (920)746-2372 and email is ADRC@co.door.wi.us. Lastly, we just finalized the combination of our ADRC and Senior Services Advisory Board keeping our Nutritional Advisory Council as a stand-alone entity.</p>		<p>X</p>	
<p>In order to increase older adults knowledge of programs or services available to them, including the impact local state and federal legislators have on those services, the ADRC will work with the Learning in Retirement Group to present three programs specific to aging services to their curriculum before December 31st 2018.</p>	<p>This goal was completed. As soon as we moved into our new building in January of 2018 we met with the Learning in Retirement (LIR) leadership group. Together we came up with the following list of classes and presentations:</p> <ol style="list-style-type: none"> 1. CSI: STURGEON BAY/DOOR COUNTY Presenters: Arleigh Porter, Pat McCarty Friday, March 9th (92 registered) 2. FRAGILE GROUNDWATER: DOOR COUNTY’S PRECIOUS RESOURCE Presenter: Brian Forest Tuesday, February 13th (71 registered) 		<p>X</p>	

	<p>3. LIFE ON THE GREAT LAKES Presenters: G. Herdina, D. Hunt, D Paape Wednesday, May 2nd (102 registered)</p> <p>4. NORMAN ROCKWELL: A VISIT Presenters: Craig & Tony Berken Thursday, April 5th (75 registered)</p> <p>5. WOODEN BOATS: A TALE OF WOODEN BOATS AND IRON MEN IN 1850 DC Presenter: Dennis Trygvie Jensen Thursday, April 19th (72 registered)</p> <p>6. Alzheimer's: Healthy Living for your Brain and Body Friday, September 14th</p> <p>7. Alzheimer's: The Basics—Memory Loss, Dementia & Alzheimer's Disease Friday, October 19th</p> <p>8. Alzheimer's: Caregiver Stress Friday, November 16th</p> <p>9. Eating for One Wednesday, October 24th</p> <p>10. Exploring County Government Monday, October 29th</p> <p>11. Hospice 101 and Advanced Directives Wednesday, October 17th</p> <p>12. Insomnia Diagnosis and Management Friday, October 12th</p>			
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	13. Social Security: An Overview Tuesday, October 2 nd			
Focus 6-B. The Elder Nutrition Program				
To increase access to fresh produce and enhance eating habits of our older population, the Aging Unit will offer weekly on-site vendors for farmer's market and increase participation of the evening soup and salad bar by 25% offered by the Sturgeon Bay Meal site by December 2016.	This goal was not accomplished due to a shortage in staff and a change in our hours of operation. Our evening soup and salad bar program ran from 3:30-5:30 pm Monday-Friday. In September of last year we made the decision to change our hours of operation from 7:30am-6:00pm to 8:00am-4:30pm. This decision also meant the discontinuation of our evening soup and salad bar program. However, agency-wide we focused on increasing the overall Elder Nutrition Meal Program participation through increased advertisement and outreach efforts. In 2015 our Elder Nutrition Program served a total of 42,180 meals and in 2016 we served a total of 48,503 meals.	X		
To improve the coordination of meals for individuals being discharged from medical care, the ADRC will work with discharging units at local medical facilities including those in Brown County. By December of 2017, we will have a referral form to be included with all discharges for individuals over the age of 60.	This goal has been partially accomplished. We have improved and strengthened our home delivered meals coordination with our local medical providers. We are still working towards the improvement in coordination with Brown County medical facilities.		X	
To improve access to nutritious options throughout the county and reach more of our older population, we will work to relocate our Southern Door meal site from the Forestville community to the Brussels community by December 31, 2018.	This goal was accomplished. On October 2 nd of 2018 we relocated our Southern Door County meal site location from Forestville to Brussels. That change in location has increased the amount of people we are serving a nutritious meal to in Southern Door County. We are on target to serve 25% more meals in Southern Door County in 2019 than we did in 2018.			X

Focus 6-C. Services in Support of Caregivers				
To increase the availability of Caregiver support, by the end of 2016, Door County will have 8 individuals trained in caregiver program facilitation.	The Aging Unit and ADRC accomplished this goal. Throughout last year we had four individuals get trained in facilitating the Powerful Tools for Caregiving evidence based program and four individuals get trained in a caregiver support group facilitation training.	X		
To continue with efforts to increase availability of Caregiver support groups, by December 2017 we will have caregiver support programs in four geographical locations throughout the county.	We have accomplished this goal. Currently we have caregiver support groups in the following four locations: Washington Island, Sister Bay, Sturgeon Bay and Brussels. Additionally, we have created a few brand new support groups with the help of some key community partners. Those new support groups support caregivers caring for someone with dementia, early memory loss and Parkinson's. Those support groups include a Northern Door Memory Café, Early Memory Loss and Northern Door Parkinson's Support Group.		X	
By the end of 2018, Door County will have an average participation of six or more caregivers attending our caregiver programs in each of our locations.	This goal was not accomplished. We are not currently averaging 6 caregivers in each one of our caregiver support groups. However, in every caregiver support group besides our Northern Door group, we had over six caregivers attend throughout the year. We held a total of 168 caregiver support group sessions where a total of 33 different caregivers attended. We are hoping to continue to improve our participation in our caregiver support groups throughout the next three year aging plan 2019-2021. This goal will continued to be worked on in the future.			
Focus 6-D. Services to People With Dementia				
To increase the knowledge of available community resources regarding	This goal was accomplished by reaching out to			

<p>Alzheimer’s and other dementias the Caregiver Coalition, ADRC and Aging Unit will identify six additional opportunities to provide the Door County Resource Guide in addition to the medical providers in the county by December 2016.</p>	<p>our community partners, including medical providers, and provided them copies of our Door County Community Resource Guide. Some of the partners included the following: Door County Medical Center, Neighbor-to-Neighbor, Sunflower Cottage, Aurora Clinic and the Alzheimer’s Association to name a few.</p>	<p>X</p>		
<p>To raise awareness and understanding of dementia and its impact on our community, the Aging Unit and ADRC will designate one staff member to complete additional dementia specific training by December 2017. This one staff member will also be tasked with the responsibility of conducting several outreach and educational events related to dementia throughout the year 2017 and moving forward.</p>	<p>We have accomplished this goal. Anna Zahorik, I&A Specialist, has completed additional dementia specific training. She also conducted a number of trainings throughout the 2017 calendar year. One of those trainings was an introductory “Understanding Dementia” training during a local Door County Dementia Summit. The Summit was very well attended and included other professionals from our community including the Sheriff’s Department, Police Department, Emergency Medical Services, and local medical facilities to name just a few.</p>		<p>X</p>	
<p>To help students understand the challenges of Alzheimer’s disease, the Aging Manager will work in collaboration with the hospital to offer a Virtual Dementia Tour as part of the Life Skills programs to each of the school district by December of 2018.</p>	<p>The original goal was not accomplished. We did not have very much success throughout 2018 in scheduling a Virtual Dementia Tour in any of the school districts in Door County. Instead we amended the goal and held a Virtual Dementia Tour event at the new ADRC in Sturgeon Bay on June 29th and 30th. The Virtual Dementia Tour was very well attended.</p>			<p>X</p>
<p>Focus 6-E. Healthy Aging</p>				
<p>To provide ongoing education regarding health, by December 2016 we will provide a minimum of three evidence-based training programs such as living well with chronic illness in Sturgeon Bay.</p>	<p>This goal was accomplished. Throughout last year the Aging Unit and ADRC offered three different evidence based classes. The three programs were the following: Aging Mastery Program, Strong Women and a Grapevine</p>	<p>X</p>		

	Health Initiative through the WI Women’s Health Foundation.			
To increase the availability of healthy activities to our older population, we will complete a feasibility study by December 2017 to determine the interest in programming and location options for providing healthy physical activity programs or classes in the county.	We have completed this goal twice over. The distribution of an activity interest survey was done at first in the beginning of 2017 and once again in the beginning of 2018 when we moved into our brand new building. We received roughly 80 surveys back each time.		X	
To provide additional healthy activities by December 2018, we will provide at least two additional programs at sites where there is a demand based upon the above mentioned feasibility study.	This goal was accomplished. Throughout 2018, we put on and scheduled a number of additional programs at sites outside of Sturgeon Bay. We partnered with UW-Extension and Imelda Delchambre. Imelda is a FoodWise Bilingual Nutrition Educator for both Door and Kewaunee Counties. Almost every month Imelda visited each meal site outside of Sturgeon Bay to discuss a nutrition related topic related to older adults eating better. For example, one month her topic was “Great Grains” and another month her topic was “Healthy Snacking for Older Adults”. In December of last year we also scheduled a time for someone from Door-Tran to visit each meal site to discuss Door County’s various transportation options available to all residents. In October of last year, Kim Verstegen conducted a presentation on WI’s Volunteer Ombudsmen Program. Jeff Kersten from the Bureau of Consumer Protection gave a presentation at the Bailey’s Harbor meal site on “Identity Theft: How to protect& Prevent”.			X
Focus 6-F. Local Priorities				
To continue to enhance our current transportation system which has been crucial to the mobility of our senior population and to help reduce isolation,	In 2016 we did not add an additional taxi vehicle. However, there was a need to increase the amount			

<p>we will look to have an increase in local financial support. The goal will be to add at least one additional taxi to the system by December of 2016.</p>	<p>of available transportation hours on Saturdays. The purpose for increasing the hours on Saturday was due to an increase in ridership demand for available transportation on Saturdays. A total of 8 additional hours were added to the regular Saturday transportation schedule.</p>	<p>X</p>		
<p>We have significantly increased the number of socialization events/activities at the Sturgeon Bay meal site. In 2017, one additional special event will be held at the other four locations.</p>	<p>We have accomplished this goal. Throughout the 2017 calendar year we worked through our meal site coordinators from Washington Island, Liberty Grove, Baileys Harbor and Forestville to plan and carry out one additional special event at each location. In fact we held multiple events at each location as a means to increase the level of socialization within our older adult population.</p>		<p>X</p>	
<p>Through collaboration with community partners we will work to identify need and options for adult day services. The goal is to work with at least one community partner to develop one to two sites where day services are available five days per week by December 2018.</p>	<p>This goal was accomplished. Early in 2016, staff from the ADRC of Door County worked closely alongside the Sunshine House in support of their development of a brand new adult day services program called the Sunflower Cottage. We partnered with the Sunshine House and hosted a series of listening sessions and outreach events for individuals from the general public to participate in and express their feelings in regards to the new program.</p>			<p>X</p>

Part IV: Progress on the Aging Unit Plan for Serving Older People – National Family Caregiver Support Program (NFCSP)
This section is not required for tribal aging units.

Minimum Service Requirements: *The minimum service requirements of NFCSP must be provided by the aging unit or contracted with another agency. Please indicate who provides these services.*

Service	Aging Unit (X)	Other Agency (please list)
Information to caregivers about available services	X	
Assistance to caregivers in gaining access to the services	X	

Individual counseling, support groups, and training to caregivers	X	
Respite care	X	
Supplemental services (e.g., transportation, assistive devices, home modifications, adaptive aids, emergency response systems, supplies, etc.)	X	

Caregiver Coordination: *To ensure coordination of caregiver services in the county, the aging unit shall convene or be a member of a local family-caregiver coalition or coordinating committee with other local providers who currently provide support services to family caregivers.*

<p>Does the aging unit belong to a local caregiver coalition?</p> <p><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Name of Coalition: Door County Caregiver Coalition</p> <p>If YES, please provide a brief update on coalition activities conducted each year.</p> <p>If NO, please explain plan for compliance.</p>	<p>2016 Activities:</p> <p>The Caregiver Coalition continued to meet regularly (six times a year) to plan, implement and advocate for support and services to caregivers in our community.</p> <p>The Caregiver Support Groups of Door County, initiated by the Aging Unit in 2001 continues to be professionally facilitated and offered at several locations throughout Door County. We changed from hiring someone from outside our Aging Unit to facilitate those support groups to having our own staff facilitate those support groups. As a result of this change we had four staff members receive caregiver support group facilitation training. Since the change we have seen an overall increase in the level of participation in our caregiver support groups across the board.</p> <p>The Coalition continued to offer monthly Memory Cafe events for those individuals who might be experiencing minor to moderate memory loss.</p> <p>On Tuesday May 17th our Caregiver Coalition hosted a Dementia-Friendly Communities panel discussion. The presentation was from 10-12pm at NWTC, a local technical college. During the panel discussion a number of our Coalition members presented on the Dementia Friendly Communities concept and what that could mean for the Door County community.</p>
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The Coalition hosted our annual Caregiver Appreciation Luncheon on Tuesday, November 1st. We had 85 participants take part in this free event, which included opportunities for relaxation, socialization and education. There was a keynote speaker. The keynote speaker was Charles Schoenfeld who shared with our group his experiences as a professional CNA and caregiver.

2017 Activities:

The Caregiver Coalition continued to meet regularly (six times a year) to plan, implement and advocate for support and services to caregivers in our community.

The Caregiver Coalition was instrumental in implementing the CareTalks program throughout the 2017 calendar year. The CareTalks kickoff meeting was held on June 8th and the follow up workshops were held on June 13th, 20th and 27th of last year.

Our Caregiver Coalition actively participated in planning a Dementia Crisis Provider Community Conversation. The conversation was held on September 28th and was well attended. The event lead to a very healthy conversation regarding the state of our emergency service system in Door County and how said system is trained to respond to individuals with dementia and their caregivers. This conversation lead to a number of community-wide changes. The following are some of the results of the conversation: a Northern Door Aging Coalition, additional training for emergency first responders and a Dementia Crisis Planning Interdisciplinary Workgroup.

The Coalition hosted our annual Caregiver Appreciation Luncheon on Friday, November 10th, 2017. We had roughly 75 participants take part in this free event, which included opportunities for relaxation, socialization and education. There was a keynote speaker. The keynote speaker was Dr. Rolf Luloff, an experienced physician. Dr.

Luloff gave a presentation on how caregivers can understand not only what their affected family member is dealing with, but also how to help them minimize their healthcare concerns and issues.

2018 Activities:

The Caregiver Coalition continued to meet regularly to plan, implement and advocate for support and services to caregivers in our community. But we changed the meeting frequency from every other month to monthly. The reason for the change in meeting frequency was largely due to the coalition's feeling of spending more time in planning and developing new and innovative ways to support caregivers in our community.

On March 14th at the ADRC in Sturgeon Bay, April 11th at the Northern Door YMCA in Fish Creek and on April 16th in Brussels at the Community Center in Southern Door County, the Caregiver Coalition hosted a series of Caregiver Community Conversations. During the conversations we showed the PBS documentary "CARE". The documentary "CARE" depicts the beauty and social importance of home-based care. It also illuminates the close relationships between direct care workers and the older adults and families whom they serve. After viewing the documentary we held an open discussion about the status of family caregiving throughout Door County.

On November 8th the ADRC and Caregiver Coalition held our first annual Door County Caregiver Conference. The conference was a full-day educational conference designed exclusively for caregivers. During the event we had four different breakout sessions and two keynote speakers which included Former Gov. Martin Schreiber and Dr. Kodras from the Door County Medical Clinic. The event was well attended. We had around 80 caregivers attend on that day.

Part VI: Coordination Between Titles III and VI

If the county includes part or all of a federally-recognized tribe, indicate how the county aging unit and the tribal aging unit have worked together in the previous year to coordinate and ensure the provision of services to tribal elders.

If the county does not include part or all of a federally-recognized tribe, please indicate: Not Applicable

Not Applicable

SHAWN M. BARLAMENT
620 HURON STREET
STURGEON BAY – WISCONSIN – 54235
SHAWN.BARLAMENT@GMAIL.COM
920.493.8999

March 28, 2019

Joseph Krebsbach - Director
Door County Health & Human Services
421 Nebraska Street
Sturgeon Bay WI 54235

Dear Joe:

This letter is to inform you of my retirement. My final day of employment will be Monday, June 3, 2019.

Thank you so much for the opportunity to work with the incredible team of this department that serves so many! It was an awesome ending to my working career.

Sincerely,

A handwritten signature in black ink that reads "Shawn M. Barlament". The signature is written in a cursive style with a large, stylized initial 'S'.

Shawn M. Barlament



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

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

Memo

To: Human Services Board
 From: Joe Krebsbach
 CC: Administrative Committee
 Date: April 2, 2019
 Re: Request to change and refill Administrative Assistant Position

Mrs. Shawn Barlament who was hired in 2014 as the Administrative Supervisor in DHS is retiring in June.

In 14' following the retirement of a previous staff member, this supervisor position was created to directly oversee and support the six remaining support staff that were doing fiscal and administrative functions within the Department. Prior to that, all seven individuals reported directly to the Director, in addition to the department managers. In 2017, an additional administration position was moved from TS to DHS.

In 2018, DHS added a Business Manager position to oversee spending and improve collections. The supervision of the seven administrative staff was split between the two management positions at that time.

With Mrs. Barlament's retirement, we would like to use this opportunity to rearrange job duties to better meet the department needs. The intention is to transition the Administrative Supervisor position to an Administrative Assistant III position. The supervision of the three staff currently reporting to the Administrative Supervisor will be transferred to the Business Manager. Most of the other functions of the position will remain the same. However, more emphasis will be placed on providing direct support to the Director and Deputy Director of the department.

Please see the attached Job Description for the details.

I am respectfully requesting permission to both reclassify the position and to fill. I would also request permission to fill any subsequent vacancies.

Door County Human Resources Form #: 2015-04		Title: Request to Refill Position	
Date Created 11/19/2014	Date Revised 01/23/2019	Please reference the most current copy of the Door County Employee Handbook and Administrative Manual.	
DEPT. HEAD TO COMPLETE:			
Department	Health & Human Services		Position Title: Administrative Assistant 3 (from Administrative Supervisor)
Position Status:	<input type="checkbox"/> Currently vacant	<input checked="" type="checkbox"/> Will be vacant	Date Vacant: 6/3/19
	<input checked="" type="checkbox"/> Full Time	<input type="checkbox"/> Part Time	<input type="checkbox"/> New position
			Hours per week: 40
Reason for Vacancy:	<input type="checkbox"/> Termination	<input type="checkbox"/> Transfer	<input checked="" type="checkbox"/> Retirement <input type="checkbox"/> Resignation
Transfer: why is the new position more attractive to employee than current one? _____			
Name of Current / Most Recent Incumbent: <u>Shawn Barlament</u>			
Reviewed, updated, and submitted to Human Resources:			
<input type="checkbox"/> Job Analysis Questionnaire (not to be included in the agenda packet)			
<input checked="" type="checkbox"/> Job Description			
Completed by: Joe Krebsbach		Date 4/1/19	
Financial Information:			
Salary Range:	\$19.46 – control point \$22.24		Is the Position Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Funding Source:	<input checked="" type="checkbox"/> Levy % 100	<input type="checkbox"/> Grant Funded % _____	<input type="checkbox"/> Other _____ % _____
<input checked="" type="checkbox"/> Fiscal Impact, from Finance Department, completed and attached			
HR TO COMPLETE:			
EEO	Clerical		FLSA Status Non exempt
<input checked="" type="checkbox"/>	Human Resources has performed a position review?		KH (HR initial) 4/2/2019 Date
<input checked="" type="checkbox"/>	The Job Description has been updated and signed?		KH (HR initial) 4/2/2019 Date
Approvals:			
County Administrator _____		Date _____	
Administrative Committee Chair _____		Date _____	

County of Door

Job Title	Administrative Assistant 3 – Administration	Last Revision	4/1/19
Department	Health & Human Services	HR Reviewed	
Division	Administrative	Employee Group	General Municipal Employee
Report To	Director of Human Services and Deputy Director	FLSA Status	Non-Exempt
Pay Grade	F	EEO Code	06 – Office/Clerical

General Summary

This is a confidential position, reporting to the Director of Health and Human Services. This position performs a variety of administrative and clerical tasks, which are generally assigned to the position, in addition to being responsible for time-limited special projects and other duties as assigned by the Director. Regular attendance and punctuality along with being prepared to commence work at designated work locations, on the assigned or scheduled days and hours are expected.

Duties and Responsibilities

Essential Job Functions

1. Answers and directs telephone calls, schedules appointments, and maintains calendar for the Director.
2. Assists the Director and performs a variety of clerical duties, to include typing a variety of confidential correspondence and reports and program presentations.
3. Conducts research, completes data entry, compiles reports, responds to surveys, and performs other special projects on behalf of and at the request of the Director.
4. Gathers information, prepares, post, and distributes Health and Human Services Board Agenda.
5. Records and prepares accurate minutes for various committees and meetings from rough draft to final copy.
6. Oversight of contract issuance and contractor compliance, ensuring that all contracts are competed in a timely manner. This includes monitoring contract expenditures and issuing amendments as needed throughout the year as needed,
7. Tracking credentialing requirements for all Comprehensive Community Services contractors.
8. Oversight and organization of departmental policies and procedures to promote efficient and effective work flow while complying with Federal and State rules and regulations.
9. Act as liaison with HR, TS and Maintenance departments when there are department needs.
10. Provide truthful and accurate written and verbal communications.

General Job Functions

1. Types a variety of confidential correspondence, and other projects as directed for Deputy Director or members of the DHS management team.
2. Miscellaneous projects / duties / tasks as directed by DHHS Director.
3. Makes copies of a variety of documents, labels, sorts and distributes.
4. Works with billing specialist to assure credentialing of billable staff.
5. Provides office reception duties as needed throughout the department.
6. Assist with maintaining information on website, as needed / requested for the DHHS department.

County of Door

Requirements

Training and Experience

1. High school diploma or equivalent.
2. Associate's degree in Administrative Professional, or equivalent combination of education and experience preferred.
3. One (1) to three (3) years of relevant office experience. Experience in government setting is desirable.
4. Ability to type a minimum of 45 words per minute determined by a standard keyboard test.

Knowledge, Skills, and Abilities Required

1. Ability to read, comprehend, and communicate, both verbally and in writing.
2. Knowledge of modern office practice and procedures, with an emphasis on professional secretarial manners and standard office protocol.
3. Ability to maintain highest levels of confidentiality required.
4. Advanced skill in the using Microsoft Office computer software. Familiarity with using Internet to find information.
5. Ability to use tact and courtesy in maintaining an effective working relationship with department employees, county board supervisors, county officials, and general public.
6. Strong organizational skills, and maturity are required.
7. Working knowledge of the functions of county government is essential.
8. Ability to work independently, foresee tasks needing completion and anticipate appropriate manner to proceed.

Physical & Working Conditions

Nearly 100% of time work is performed in a normal office setting with little or no discomfort from temperature, dust or noise. Interacting with other employees, county board supervisors, general public, outside agencies and businesses, whether walking in or on the telephone may be encountered.

Over 75% of work is performed seated at a desk, working on a computer keyboard and/or telephone with about 10% of work performed standing and walking. Over 75% of the work is performed by talking, hearing, and using both far and near vision. Occasional lifting is required up to 10 lbs. (i.e. paper and equipment).

In an effort to provide for continuity of County government and to cope with the problems of the emergency, you may be required to work during a proclaimed state of emergency, consistent with Sec. 323.14, Wis. Stats. and County emergency management plans and programs.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation or other reasons.

Approvals:

Joseph A. Krebsbach, Health & Human Services Director

Date

Kelly A. Hendee, Human Resources Director

Date

REQUEST FOR FISCAL IMPACT INFORMATION

RECLASSIFICATION

 FTE/Hours

 Job Class

 Step

 Rate

CHANGE FTE/Hours
 From _____ TO _____
 CHANGE JOB CLASS/STEP
 From _____ TO _____

Position Title
 Effective Date
 Department

Human Services - Adm Ass't III

 6 Mo

 Human Services Sub Dept _____

FTE/Hrs	@ Rate	2019 TOTAL SALARY				2019 TOTAL BENEFITS			TOTAL SALARY and Benefits
HS - Adm Ass't III Pay Range F - Step 1									
1.00	\$19.46	40,586				28,845			69,431
Human Services -Adm Supervisor HS- Level H Budget									
1.00	\$23.20	48,386				16,209			64,595
Total Salary and Benefit Increase									4,836
FTE/Hrs	@ Rate	2019 TOTAL SALARY				2019 TOTAL BENEFITS			TOTAL SALARY and Benefits
HS - Adm Ass't III Pay Range F - Step CP									
1.00	\$22.24	46,384				29,680			76,064
Human Services -Adm Supervisor HS- Level H Budget									
1.00	\$23.20	48,386				16,209			64,595
Total Salary and Benefit Increase									11,469

_____ Dept Head Signature Steve Wimmer Finance Director
 _____ Date 4/2/19

Disclaimer: This Fiscal Impact does not include Step 2 \$20.02, Step 3 \$20.57, Step 4 \$21.13, or Step 5 \$21.68.

This Fiscal Impact is an example illustration of what the costs would be for this position/position change. It is based on estimates and assumptions provided by the Human Resources Department and/or the department in which this position works. Because these estimates and assumptions may change, or may be different than the actual circumstances at the time that this position is filled or this position change takes place, there may be a difference between the costs projected in this Fiscal Impact and the actual costs.



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

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

Memo

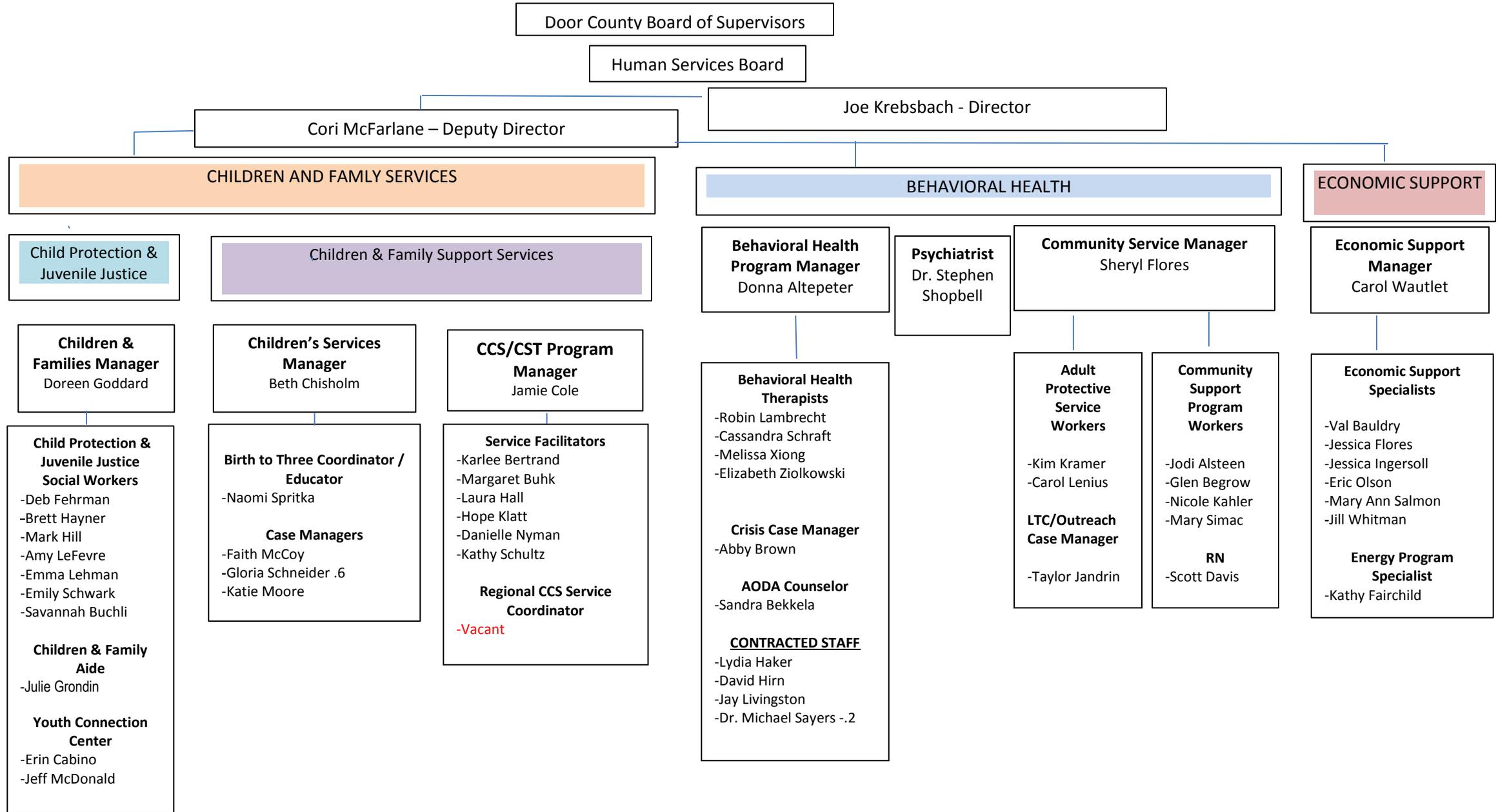
To: Human Services Board
From: Jake Erickson
CC: County Board
Date: April 4, 2019
Re: Request to accept America's Farmers Grow Communities

I'd like to extend a huge thank you to Randy Halstead who was recently selected as a 2019 winning farmer for an America's Farmers Grow Communities \$2,500 donation, sponsored by the Monsanto Fund, a philanthropic arm of Bayer. The America's Farmers Grow Communities program is dedicated to partnering with local farmers to strengthen rural communities. As a winner, Randy was given the choice of naming the organization he wanted to receive the donation and he directed the donation to the Aging and Disability Resource Center's Home Delivered Meals program. This donation will allow us the ability to purchase multiple freezers and place them in each meal site throughout the County. This will allow us an even greater ability to distribute frozen meals to older adults who are homebound instead of requiring a loved one come to Sturgeon Bay to pick them up.

I am respectfully requesting permission to accept the donation from America's Farmers Grow Communities.

Jake Erickson
Director
Aging and Disability Resource Center of Door County

DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – **STAFFING**
Organization Chart 04.01.19



DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – STAFFING (continued)
 Organization Chart 04.01.19

