

**Monday,  
October 14, 2019  
3:00 p.m.**

**HUMAN SERVICES BOARD  
AND  
BOARD OF HEALTH**

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

*Oversight Boards for the Department of Health and Human Services*

**AGENDA**

**JOINT BOARD OF HEALTH AND HUMAN SERVICES BOARD MEETING**

- 1) Call Meeting to Order
- 2) Roll Call – Establishing Quorum
- 3) **Adopt** Agenda
- 4) **Approve** Minutes
  - A. September 10, 2019 Joint Board of Health and Human Services Meeting
- 5) Correspondence
- 6) Public Comment
- 7) Supervisor Response
  - A. Public Health
    - Activity report
    - Vaping-Related Illnesses Follow-Up
    - Public Health Emergency Preparedness
  - B. Combined Health and Human Services
    - Health & Human Services Merger Update
    - Staff Recruitment Update
  - C. Human Services
    - 980 Housing for Sex offenders
    - Medicaid Waiver Resolution
    - Intent to apply for Dementia Care Specialist
    - Letter of Retirement-Mark Hill
    - Request to Refill Child Protective Services/Youth Justice (CPS/YJ) Case Manager
    - Request to Refill Community Support Programs (CSP) Case Manager
    - Request to Refill Comprehensive Community Services (CCS) Case Facilitator
    - New Youth Connection Center (YCC) full-time position
    - New Social Worker Children and Family Services-Placement Specialist for 2020
    - Electronic Signatures
    - Introductory Period Completion- Katie Moore
    - Vouchers
- 8) Topics to Be Referred to the Legislative Committee
- 9) Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee
- 10) Set Next Meeting Date –
- 11) Meeting Per Diem Code
- 12) **Adjourn** Meeting

*Deviation from the order shown may occur.*

**JOINT BOARD OF HEALTH AND HUMAN SERVICES BOARD MEETING**

Tuesday, September 10, 2019

<p>These minutes have not been reviewed by the oversight board and are subject to approval or revision at the regular meeting.</p>
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**1) Call Meeting to Order**

Chair Helen Bacon called the September 10, 2019, joint meeting of the Door County Board of Health and 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 Quorum**

**Present:** Helen Bacon, Bob Bultman, Vinni Chomeau, Dr. Heise, Christa Krause, Megan Lundahl, Mark Moeller, Nissa Norton, Robert Rau and Laura Vlies Wotachek

**Excused:** Joe Miller

**Staff Present:** JoAnne Baumann-Assistant Finance Director; Julie Behnke-Business Manager; Joseph Krebsbach-Director; Cori McFarlane-Deputy Director; Ken Pabich-County Administrator; Sue Powers, Public Health Manager/Health Officer; Paula Sullivan-Department Accountant/Finance and Shannon Lauder-Recording Secretary.

**Others Present:** Erin Hanson, Director of Soil and Water Conservation

**3) Adopt Agenda**

Moved by M. Moeller, second by L. Vlies-Wotachek to adopt the agenda. Motion carried by unanimous voice vote.

**4) Approve Minutes**

**A. July 17, 2019 Board of Health**

Motion by N. Norton, second by M. Lundahl to approve the July 17, 2019 Board of Health meeting minutes. Motion carried by unanimous voice vote.

**B. August 13, 2019 Human Services Board Meeting**

Motion by T. Leist, second by B. Bultman to approve the August 13, 2019 Human Services Board meeting minutes. Motion carried by unanimous voice vote.

**5) Correspondence**

J. Krebsbach announced that Health and Human Services has been awarded a grant of \$150,000 through the Youth Justice Innovation Grant written by C. McFarlane.

**6) Public Comment**

None

**7) Supervisor Response**

**A. Public Health**

• **Activity report**

S. Powers highlighted areas covered in the Public Health activity report. An increased number of vaccines were given in August related to back to school. Increases seen in a few areas (Lyme's Disease, STD's and animal bites) are consistent with reporting at this time of year. Third Annual Kid's Safe Day was well attended.

○ **Vaping Respiratory Illness**

32 reported cases in Wisconsin of vaping related lung illness. 89% of those cases reported using THC products. Five (5) reported deaths nationwide. Discussion ensued regarding the

dangerousness of vaping and the need to raise awareness and educate community members regarding the dangers of these products.

- **Public Health Fee Schedule**

S. Powers reviewed the proposed fee schedule stating that increased fees are a result of increased cost for the supplies. A motion was made by M. Moeller to accept the fee schedule as proposed and was seconded by N. Norton. Motion carried by unanimous voice vote.

- **Door County Private Well Monitoring Program**

S. Powers and Erin Hanson, Director Soil and Water Conservation explained the program. The goal is to provide education to Door County residents about the importance of testing their wells as well as gather data regarding groundwater quality. Goal to complete testing on at least one private well for all 619 square miles of the county. There will be wide spread advertising looking for volunteers to submit samples. Public Forums are scheduled in Sturgeon Bay and Northern Door for November 4<sup>th</sup> and 5<sup>th</sup> to educate the community and seek volunteers.

## **B. Combined Health and Human Services**

- **Health & Human Services Merger Update**

J. Krebsbach reports that accounts payable have been transferred to the business office and other business practices are being reviewed to stream line processes. A combined budget is being presented. Merger Workgroup is meeting quarterly.

- **Staff Recruitment Update**

J. Krebsbach reports that a candidate has been selected for the Public Health RN position. He is hopeful that an offer will be made this week. There has been an offer made for the Child Protection Services (CPS) worker position who is scheduled to start on Monday, September 16, 2019. There is an open position in the Comprehensive Community Support (CCS) division that is not yet posted. The 0.6 RN position in Public Health may be brought to the board for approval soon. The Transportation Manager position is posted.

- **2020 Budget**

J. Krebsbach introduced and thanked the finance team, JoAnn Baumann, Julie Behnke and Paula Sullivan for their hard work and diligence with the budgeting process. He reviewed the budget information provided and explained the different formats used to present it. A motion was made by M. Moeller to approve the budget as presented and send to Finance for approval. Motion seconded by M. Lundhahl. Motion carried by unanimous voice vote.

- **New Children and Families Social Worker Position 2020**

J. Krebsbach explained that the State Budget has increased funding from the Department of Children and Families. He stated that this increase in funding is directly related to the Child Welfare Resolution this committee passed on to County Board in January 2019. J. Krebsbach believes the Door County increase will be at least \$100,000.00. With this funding, J. Krebsbach presented K. Pabich, County Administrator a proposal to add one (1) new position in the Children and Families Unit in 2020. This new position was approved by the Joint Finance/Administrative Committee. A motion by Tom Leist to accept the additional funding and move forward with the new position in the Children and Families Unit was seconded by B. Bultman. Motion carried by unanimous voice vote.

- **Merged Board Options**

J. Krebsbach proposed the merger of the Board of Health and Human Services Board. Membership make-up of Board was discussed including equal representation throughout the county. This will be presented at a future meeting. A motion by L. Vlies Wotacheck to merge the Board of Health and Human Services Board effective April 2020 to include nine (9) members. Board of Health and Human Services Board are to meet jointly going forward. Motion seconded by M. Lundahl. Motion carried by unanimous voice vote.

### **C. Human Services**

- **Request to Refill Behavioral Health Therapist and subsequent vacancies**

A motion by B. Rau to refill the Behavioral Health Therapist position and any subsequent vacancies was presented and seconded by B. Bultman. Motion carried by unanimous voice vote.

- **Request to Refill Meal Site Manager and subsequent vacancies**

A motion by M. Lundahl to refill the Meal Site Manager position and any subsequent vacancies was presented and seconded by L. Vlies-Wotachek. Motion carried by unanimous voice vote.

- **Liturgical Publications Inc. (LPI) Contract for ADRC newsletter**

Requesting permission to sign a three (3) year contract. A motion by B. Bultman to authorize signing a three (3) year contract was seconded by M. Lundahl. Motion carried by unanimous voice vote.

- **Vouchers**

No discussion

- **Emergency/Transitional Housing Facility**

J. Krebsbach believes there are many possibilities for use of the county house on Michigan Street. He is requesting six (6) months to research the options, plan and create a proposal for the county to consider. A motion for recommendation by B. Bultman to ask county to hold on the RFP process for demolition to give the requested time to explore other options for use of this property was presented and was seconded by L. Vlies Wotachek. Motion carried by unanimous voice vote.

- **Psychiatric Services Update**

J. Krebsbach reports that Dr. Shopbell is done seeing clients. Our agency will end the contracts with both Dr. Rau and Dr. Chu December 31, 2019. Dr. Anne Miller will be returning to the agency. She will see clients in person four (4) days per week beginning January 2, 2010.

- **Wisconsin County Human Services Association (WCHSA) training opportunity for County Board members**

J. Krebsbach reports that the date of the training is October 16, 2019 from 9am-3pm in Stevens Point. Training is available to all Human Services and Board of Health members wishing to attend. There is no fee to attend and lunch is included. Board members wishing to attend should RSVP to Shannon who will register the group and reserve a vehicle.

- **Department of Human Services (DHS) Collective Report**

Currently the report is provided monthly to the board. Collective report will be submitted quarterly going forward.

### **8) Topics to Be Referred to the Legislative Committee**

1. Research and create a resolution regarding the dangers of vaping, funding for preventative education and imposing an age limit on use of products.
2. Suggested that lobbying continue for the full amount requested for Child Welfare.

### **9) Matters to be Placed on a Future Agenda or Referred to a Committee, Official or Employee**

Funding for Public Health education resources

**10) Set Next Meeting Date**

October 14, 2019 3:00pm

**11) Meeting Per Diem Code**

449

**12) Adjourn Meeting**

Motion to adjourn meeting by L. Vlies Wotachek and seconded by M. Moeller. Motion carried by unanimous voice vote. Meeting adjourned at 11:30 am.

# Lung Disease and Vaping Investigation

The Wisconsin Department of Health Services and local health departments are investigating a cluster of people with severe lung disease who all reported recent vaping.

- **Age.** Most patients are adolescents and young adults, but some patients are adults in older age groups.
- **Symptoms.** Patients often have a range of initial symptoms, including shortness of breath, chest pain, cough, nausea, vomiting, fever, and weight loss.
- **Severity.** The majority of patients went on to develop severe breathing problems requiring hospitalization, and in some cases, had to be put on ventilators in order to breathe.
- **Deaths.** No deaths have been reported in Wisconsin.
- **Geography.** Counties with cases include: Adams, Brown, Dane, Dodge, Door, Fond du Lac, Grant, Green, Jefferson, Kenosha, La Crosse, Marathon, Milwaukee, Monroe, Outagamie, Portage, Racine, Sauk, Sheboygan, St. Croix, Vernon, Walworth, Washington, Waukesha, Waupaca, and Winnebago.

**The majority of cases reported using e-cigarettes or other vaping devices to inhale THC-containing products, such as waxes and oils.**

- THC is the active ingredient in marijuana.
- Vaping cartridges containing THC may contain chemicals or additives that are unknown, unregulated, and unsafe.
- Among patients who reported vaping THC, a wide variety of brand names and flavorings were reported.
- We urge the public to avoid vaping any THC products.
- This is a complex and ongoing investigation, and we are working to gather information about the products used, collect products for testing, and investigate new cases. We will continue to provide updates when new information becomes available.

*Information from Wisconsin Department of Health Services website:*

<https://www.dhs.wisconsin.gov/outbreaks/vaping.htm>



**County of Door**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

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**Joseph Krebsbach, Director**  
(920) 746-7155  
1<sup>st</sup> floor fax (920) 746-2355  
2<sup>nd</sup> floor fax (920) 746-2439  
dhs@co.door.wi.us

**Date: September 4, 2019**

**To:** Human Services Board

**From: Joseph Krebsbach, Director Health and Human Services**

**CC: Facilities and Parks Committee**

**RE: Wisconsin Act 184**

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Wisconsin Act 184 has made the county responsible for finding a residential placement for individuals who were sex offenders (meeting certain criteria) being released from jail. The county has 120 days to find such a placement from the day the court orders the individual's release. If the county has not provided DHS a placement option, it is susceptible to financial penalties on a daily basis.

As required under the Act, the county has put together a committee to identify prospective housing. As we prepare for the eventual release of one of these individuals, we have explored options. We have yet to find a suitable placement.

Attached to this memo is the legislative council memo for some clarification of the rule. We would like to discuss options the county can consider going forward at our next board meeting.

Joe




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**WISCONSIN LEGISLATIVE COUNCIL  
ACT MEMO**

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**2017 Wisconsin Act 184**  
[2017 Assembly Bill 539]

**Supervised Release of  
Sexually Violent Persons**

2017 Wisconsin Act 184 relates to supervised release of sexually violent persons (SVPs) and to representation of SVPs by the State Public Defender's (SPD) Office.

**BACKGROUND**

State law provides a civil commitment process under ch. 980, Stats., for sex offenders who meet certain criteria and have completed their criminal sentences. Offenders determined to be "sexually violent persons" after a court process are committed to a civil treatment facility for an indeterminate amount of time. SVPs may petition for supervised release from commitment, which a court may grant if the SVP meets specified statutory criteria.

If a court finds that an SVP meets the criteria for supervised release, the court chooses a county to prepare a report identifying prospective residential options for the SVP. This report may be prepared in cooperation with the Department of Health Services (DHS), which is the agency responsible for supervising an SVP on supervised release.

**2017 WISCONSIN ACT 184**

Act 184 makes changes related to placement of an SVP determined eligible for supervised release by a court. The changes concern the ability of a court to place an SVP outside his county of residence, how a court determines county of residence, the report of prospective housing prepared by a county, and what a court may order if it disapproves of DHS's supervised release plan for an SVP. The Act also requires the SPD to automatically appoint counsel for an SVP without making a determination of indigency, but allows the state to recoup its costs from an SVP who is able to pay.

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This memo provides a brief description of the Act. For more detailed information, consult the text of the law and related legislative documents at the Legislature's Web site at: <http://www.legis.wisconsin.gov>.



### **Placement of SVP in Home County or Home Municipality**

Act 184 eliminates the ability of a court to place an SVP outside his or her home county. A court must select a county to prepare a report identifying prospective residential options for an SVP after the court authorizes supervised release for that SVP. Under prior law, a court was required to select the SVP's county of residence unless the court had "good cause" to select another county. Prior law also prohibited a court from selecting a county in which there was a facility for SVPs committed to institutional care (Juneau County), unless that county was also the SVP's county of residence.

The Act eliminates the provision allowing a court to select a county other than an SVP's county of residence for "good cause," and the provision prohibiting selection of a county within which there is an SVP facility. Under Act 184, the court must order the SVP's county of residence to prepare a report identifying an appropriate residential option within that county. This means any residence for an SVP on supervised release must be within the SVP's county of residence.

If an SVP's county of residence has a population of 750,000 or more (Milwaukee County), then Act 184 requires that any residential option for the SVP identified by the county must also be in the SVP's city, village, or town of residence.

### **Determining County of Residence**

Act 184 directs DHS to determine an SVP's county of residence according to where the SVP would have been a resident for Social Security disability insurance, if other factors are insufficient to make a determination. DHS must consider residence as the voluntary concurrence of physical presence with intent to remain in a place of fixed habitation and must consider physical presence as prima facie evidence of intent to remain. DHS applies these criteria to facts that existed on the date the SVP committed the sexually violent offenses that resulted in the sentence, placement, or commitment in effect when a petition was filed to civilly commit the SVP under ch. 980, Stats.

Act 184 maintains the same criteria for DHS to consider in determining an SVP's county of residence, but dictates how DHS must determine the county of residence if the criteria are inadequate. Specifically, if initial considerations are insufficient to determine the county of residence, DHS must find that the county of residence is the county in which, on the date that the SVP committed the sexually violent offenses, the SVP would have been a resident for the purposes of Social Security disability insurance eligibility.

### **County Report Identifying SVP Housing**

An SVP's county of residence must prepare a report identifying an appropriate residential option for the SVP. Act 184 imposes requirements relating to preparation of the county report and the deadline for submission of the report to DHS.

#### **County Committee**

Act 184 requires an SVP's county of residence to form a temporary committee for identifying prospective housing for the SVP in that county. The committee must consist of the following: (1) the county human services department; (2) a DHS representative; (3) a local

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probation or parole officer; (4) the county corporation counsel or his or her designee; and (5) a representative of the county that is responsible for land use planning or the county department that is responsible for land information.

### **County Report Requirements**

Act 184 requires that a county's report must demonstrate that the county contacted the landlord for a residential option identified for an SVP, and that the landlord committed to enter into a lease. The Act further requires that if a law enforcement agency submits a report to the county providing information relating to the identified residence, then the county must include that law enforcement report when submitting the county's report to DHS.

### **Report Deadline and Penalties**

The Act extends the time period for a county to submit its report to DHS from 60 days to 120 days. However, the Act includes a grace period for counties during the first year that Act 184 is effective. Beginning on March 30, 2018, and ending on April 1, 2019, a county must submit its report to DHS within 180 days, rather than 120 days.

Act 184 imposes penalties on a county that fails to submit a report within the specified time period. Under the Act, a county that must submit a report identifying a residential option for the SVP, but fails to do so by the deadline, violates the SVP's patient rights under s. 51.61, Stats. The county may then be subject to statutory penalties for each day the county fails to submit the report after the 120 days have expired.

An SVP may receive costs and reasonable actual attorney fees from a county that fails to submit a report to DHS within 120 days, but may not directly receive any damages. Instead, any damages recovered by the SVP are given to the state and deposited into an appropriation for DHS to use to fund payments of costs associated with housing SVPs on supervised release.

### **DHS Supervised Release Plan**

DHS must prepare a supervised release plan for an SVP identifying a proposed residence and addressing the SVP's need for supervision, counseling, medication, community support services, residential services, vocational services, and alcohol and other drug abuse treatment. DHS must submit this supervised release plan to the court.

Act 184 requires that the DHS supervised release plan must identify the residential option for the SVP that the county proposed in its report. This eliminates any discretion for DHS to propose alternative housing.

Under the Act, DHS must determine the identity and location of known and registered victims of the SVP within 30 days after the court orders the county to prepare its report. DHS must identify victims and their locations by searching its victim database and consulting with the Office of Victim Services in the Department of Corrections, the Department of Justice, and the relevant County Coordinators of Victims and Witness Services. The Act further provides that a county may consult with DHS when preparing its report, and requires DHS to respond to the county within 10 days.

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Act 184 requires DHS to submit its plan to the court within 30 days after receiving the county's report. Because the county has 120 days to submit its report, this means DHS must submit its plan within 150 days after the court's order, unlike the 90-day deadline under prior law. The Act permits the court to grant only one extension of up to 30 days for good cause, unlike the unlimited extensions allowed under prior law.

Finally, the Act deletes a prior law provision prohibiting DHS from placing an SVP in a facility that did not exist before January 1, 2006.

### **Court Approval of Supervised Release Plan**

Act 184 imposes additional requirements on a county or DHS if a court determines that the SVP's supervised release plan is inadequate. In reviewing and approving a DHS supervised release plan, a court must consider whether the plan adequately meets the safety needs of the community or the treatment needs of the SVP. If the plan does not adequately meet these needs, then the court determines that supervised release is not appropriate or directs DHS to prepare another supervised release plan.

Under the Act, if a court finds that a supervised release plan is inadequate due to the residential option proposed by a county, then the court must order the county to identify and arrange to lease another residential option and prepare a new report. If the court finds a plan inadequate due to the treatment options, then the court must order DHS to prepare another supervised release plan.

### **State Public Defender Representation of SVPs**

Act 184 requires the SPD to appoint counsel for a person subject to a petition for civil commitment as an SVP, or an SVP who petitions for supervised release or discharge from commitment, without first determining whether the SVP is indigent. However, the state may later recoup its costs from an SVP who can afford to pay. The Act makes the following specific changes with regard to a person's right to representation by counsel under ch. 980, Stats.:

- Requires a court to refer a person who has a right to be represented by counsel to the SPD as soon as practicable.
- Requires the SPD to accept referrals and appoint counsel for an SVP without a determination of indigency.
- Allows a court to inquire into a person's ability to reimburse the state for the costs of representation by the SPD at or after the conclusion of a proceeding.
- Allows a court to order a person to reimburse the state for the costs of the representation if the person is able to make reimbursement for all or part of the costs.
- Upon the court's request, requires the SPD to conduct a determination of indigency and report the results to the court.
- Requires reimbursement ordered to be made to the clerk of courts in the county where the proceedings took place (25% of the payment must be allocated to the county and the remaining 75% must be allocated to the state).

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- Requires the clerk of courts for each county to report annually to the SPD the total amount of reimbursements ordered and the total amount of reimbursements paid.
- Requires the SPD to update its administrative rules regarding eligibility for representation and reimbursement for legal services provided.

*Effective date:* March 30, 2018. Changes to supervised release first apply to petitions pending under s. 980.08, Stats., *Supervised release*, on March 30, 2018.

*Prepared by:* Katie Bender-Olson, Senior Staff Attorney

April 30, 2018

KBO:mcm;jal



**DOOR COUNTY**

**Resolution No. 2019-\_\_\_\_**

**A RESOLUTION ASKING GOVERNOR EVERS AND THE WISCONSIN STATE LEGISLATURE TO APPLY FOR A WAIVER FROM FEDERAL RULES EXCLUDING INSTITUTIONAL STAYS FROM MEDICAID COVERAGE**

**TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BACON			
BULTMAN			
CHOMEAU			
D. ENGLEBERT			
R. ENGLEBERT			
ENIGL			
FISHER			
GUNNLAUGSSON			
HALSTEAD			
HEIM PETER			
KOCH			
KOHOUT			
LIENAU			
LUNDAHL			
NEINAS			
NORTON			
ROBILLARD			
VIRLEE			
VLIES WOTACHEK			
WAIT			

**BOARD ACTION**

Vote Required: Majority Vote of a Quorum

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Motion to Approve      Adopted

1st \_\_\_\_\_ Defeated

2nd \_\_\_\_\_

Yes: \_\_\_\_\_ No: \_\_\_\_\_ Exc: \_\_\_\_\_

Reviewed by: \_\_\_\_\_, Corp. Counsel

Reviewed by: \_\_\_\_\_, Administrator

**FISCAL IMPACT:**

**Certification:**

I, Jill M. Lau, Clerk of Door County, hereby certify that the above is a true and correct copy of a resolution that was adopted on the 29<sup>TH</sup> day of October, 2019 by the Door County Board of Supervisors.

\_\_\_\_\_  
Jill M. Lau  
County Clerk, Door County

1

2        **WHEREAS**, Federal rules exclude patients age 22-64 years of age from

3 Medicaid coverage in an Institute for Mental Disease (IMD), resulting in

4 high costs to Wisconsin counties for individuals with mental illness who

5 require short-term placement; and

6

7        **WHEREAS**, The IMD rule works against the provision of necessary

8 health care treatment, and path to recovery, for young and middle-aged

9 adults with brain disorders; and

10

11        **WHEREAS**, The Centers for Medicare and Medicaid Services (CMS)

12 has issued an invitation to states to apply for a waiver of this exclusion,

13 allowing states to receive federal reimbursement for the cost of treatment

14 in an IMD; and

15

16        **WHEREAS**, The Human Services Committee considered and hereby

17 recommends urging the Governor and the Legislature to submit an

18 application for a waiver from CMS of the Medicaid IMD exclusion.

19

20        **NOW, THEREFORE, BE IT RESOLVED**, by the Door County Board of

21 Supervisors, duly assembled this 29<sup>th</sup> day of October 2019, that the Board

22 urges the Governor and Legislature to submit an application for a waiver

23 from CMS of the Medicaid IMD exclusion to allow federal reimbursement

24 of short term acute care and transition planning for persons with serious

25 and persistent mental illness; and

26

27        **BE IT FURTHER RESOLVED**, That the Door County Clerk is directed

28 to send a copy of this resolution to Representative Joel Kitchens, Senator

29 André Jacque, Governor Tony Evers and the Wisconsin Counties

30 Association.

**SUBMITTED BY:**  
**HUMAN SERVICES BOARD**

_____	_____
Helen Bacon, Chair	Nissa Norton
_____	_____
Bob Bultman	Laura Vlies Wotachek
_____	_____
Megan Lundahl	James F. Heise, MD Thomas Leist Joe Miller Robert Rau

September 17, 2019

Mr. Joseph Krebsbach;

Please accept this letter notifying you of my retirement. It is with great emotion that I present this letter informing you of my intent to retire.

Due to my recent diagnosis of Cancer, I am requesting that you accept this letter noting the date of December 2, 2019 being my last day of employment. It is with mixed emotions that I am submitting this letter. I have enjoyed (for the most part) my 29 years of employment.

In closing, I want to thank the County of Door, my supervisor, Dori Goddard, our deputy director, Cori McFarlane, Kelly Hendee and yourself for the support through this unfortunate diagnosis I have received. I hope my health will allow me to continue to support the Department of Health and Human Services for years to come.

Respectfully Submitted;

A handwritten signature in black ink that reads "Mark R. Hill". The signature is written in a cursive style with a large initial "M" and "H".

Mark R. Hill

CC: Kelly Hendee- Door County Department of Human Resources



**County of Door**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

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**Joseph Krebsbach, Director**

(920) 746-7155

1<sup>st</sup> floor fax (920) 746-2355

2<sup>nd</sup> floor fax (920) 746-2439

dhs@co.door.wi.us

**Date: September 26, 2019**

**To:** Human Services Board

**Cc:** Administrative Committee

**From: Joseph Krebsbach, Director Health and Human Services**

**RE:** Request to Refill Juvenile Justice Social Worker Position

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After 29 years of service to the county, Mr. Mark Hill will be retiring on December 2, 2019. Mark started his career in Door County in the Department of Social Services. He has provided positive and caring relationships to hundreds of juveniles in our community who had experienced legal problems. Mark was instrumental in program development and his work helped most of his clients go on to be successful members of our community.

Mark held one of two social work positions in the county that work directly with juveniles with delinquency issues. We have averaged over 70 referrals to this division for the past four years. We are requesting permission to fill this position as quickly as possible. If we have a subsequent opening as a result of filling this position from within, we would request refill of those positions as well.

Joe

Door County Human Resources Form #: 2015-04		Title: <b>Request to Refill Position</b>
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.
<b>DEPT. HEAD TO COMPLETE:</b>		
Department <u>Health and Human Services</u>		Position Title: <u>Juvenile Justice Case Manager</u>
Position Status:	<input type="checkbox"/> Currently vacant	<input checked="" type="checkbox"/> Will be vacant
	<input checked="" type="checkbox"/> Full Time	<input type="checkbox"/> Part Time
	<input type="checkbox"/> New position	Date Vacant: <u>12/2/19</u>
Reason for Vacancy:	<input type="checkbox"/> Termination	<input type="checkbox"/> Transfer
	<input checked="" type="checkbox"/> Retirement	<input type="checkbox"/> Resignation
Hours per week: <u>40</u>		
Transfer: why is the new position more attractive to employee than current one? _____		
Name of Current / Most Recent Incumbent: <u>Mark Hill</u>		
Reviewed, updated, and submitted to Human Resources:		
<input checked="" type="checkbox"/> Job Analysis Questionnaire (not to be included in the agenda packet)		
<input checked="" type="checkbox"/> Job Description		
Completed by: <u>Joseph Krebsbach</u>		Date: <u>9-23-19</u>
<b>Financial Information:</b>		
Salary Range: <u>\$23.33 - \$30.53</u>		Is the Position Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Funding Source: <input checked="" type="checkbox"/> Levy % <u>70</u>		<input checked="" type="checkbox"/> Grant Funded % <u>30</u>
		<input type="checkbox"/> Other _____ % _____
<input type="checkbox"/> Fiscal Impact, from Finance Department, completed and attached		
<b>HR TO COMPLETE:</b>		
EEO _____		FLSA Status _____
<input type="checkbox"/> Human Resources has performed a position review?		_____ (HR initial) _____ Date
<input type="checkbox"/> The Job Description has been updated and signed?		_____ (HR initial) _____ Date
<b>Approvals:</b>		
County Administrator _____		Date _____
Administrative Committee Chair _____		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

Case Manager Children & Families

6 Mo

Human Services

Sub Dept

FTE/Hrs	@ Rate	2019 TOTAL SALARY					2019 TOTAL BENEFITS			TOTAL SALARY and Benefits
<b>Case Manager Children &amp; Families Pay Range H - Step 1</b>										
1.00	\$23.23	48,448					32,137			80,585
<b>Case Manager Children &amp; Families- Level H Budget</b>										
1.00	\$24.56	51,222					18,876			70,098
<b>Total Salary and Benefit Increase</b>										<b>10,487</b>
FTE/Hrs	@ Rate	2019 TOTAL SALARY					2019 TOTAL BENEFITS			TOTAL SALARY and Benefits
<b>Case Manager Children &amp; Families Pay Range H - Step CP</b>										
1.00	\$26.55	55,373					33,447			88,820
<b>Case Manager Children &amp; Families- Level H Budget</b>										
1.00	\$24.56	51,222					18,876			70,098
<b>Total Salary and Benefit Increase</b>										<b>18,722</b>

Dept Head Signature

*Stacy Williams*

Finance Director

Date

9/25/19

**Disclaimer: This Fiscal Impact does not include Step 2 \$23.90, Step 3 \$24.56, Step 4 \$25.22, or Step 5 \$25.89.**

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**  
**Social Worker – Child & Family Services Unit–Access/Assessment/Ongoing**  
**(Access/Initial Assessment)**

<b>Job Title</b>	Social Worker – Child & Family Services Unit - Access/Assessment/Ongoing	<b>Last Revision</b>	06/25/2019
<b>Department</b>	Health & Human Services	<b>HR Reviewed</b>	06/25/2019
<b>Division</b>	Children & Families	<b>Employee Group</b>	General Municipal Employee
<b>Report To</b>	Child and Family Services Unit Supervisor	<b>FLSA Status</b>	Exempt
<b>Pay Grade</b>	H	<b>EEO Code</b>	02 – Professionals

### **General Summary**

This position will be responsible for child protection access/assessment, Juvenile Court Intake and completing the assessment functions for Child Protection Service investigations. However, when necessary to balance workload between the various positions in the Child and Family Services Unit, the Unit Manager may adjust assignments from one area to another. Provide truthful and accurate written and verbal communications.

### **Duties and Responsibilities**

#### ***Essential Job Functions***

1. Receive and process referrals in a timely manner following all statutory requirements, timelines, State standards of practice, and county policies.
2. Complete all required documentation in eWiSACWIS as well as any necessary documentation required for the courts.
3. Deliver permanency efforts with each child / juvenile in placement directed toward family reconciliation, guardianship, or termination of parental rights/adoption.
4. Enforce compliance monitoring and follow-through on formal or informal conditions of the child/ juvenile or family.
5. Provide case management throughout the life of the case.
6. Arrange out-of-home placements for children / juveniles, as necessary, in the least restrictive setting that will meet their needs.
7. Arrange out-of-home placements for children / juveniles, as necessary, in the least restrictive setting that will meet their needs.

#### ***Other General Job Functions***

1. Work collaboratively with community partners and agencies to facilitate effective case management.
2. Other responsibilities may include coordinating and facilitating the Child Health Team, completing Kinship Care assessments, foster home licensing, coordinating and facilitating administrative reviews, managing the electronic monitoring program, and coordinating with the Youth Connections Center.

### **Requirements**

#### ***Training and Experience***

1. Graduate with a BA / BS degree (or higher) from a certified college or university program in Social Work.
2. Certification as a Social Worker (or higher level of Social Worker certification) with the State of Wisconsin Department of Regulation and Licensing.
3. Previous experience providing social / human services and supervision to children / juveniles / families preferred.

**County of Door**  
**Social Worker – Child & Family Services Unit–Access/Assessment/Ongoing**  
**(Access/Initial Assessment)**

***Knowledge, Skills, and Abilities Required***

1. Working knowledge of Chapter 48 and Chapter 938.
2. Working knowledge of child maltreatment, juveniles in need of protection or services, and delinquency.
3. Working knowledge of child development, including typical behaviors / parenting techniques / and disciplinary methods that are age – appropriate for children and juveniles.
4. Working knowledge of Restorative Justice including accountability, competency building, & community protection.
5. Adhere to social work ethics and boundaries and exercise sound professional judgment and participate in appropriate continuing education.
6. Working knowledge of computer software, including but not limited to: Microsoft Office, WORD, Outlook, Excel, AS400 applications, eWiSACWIS, TCM, etc.
7. Working knowledge of other community resources available to provide assistance to families, if needed, but will train.
8. Possesses a high level of communication skills, especially in engaging clients, interviewing techniques, oral communication, and report writing. Must be able to relate to all levels of age and social strata, and be capable of making professional courtroom presentations based on fact.
9. Ability to use tact and courtesy in maintaining an effective working relationship with department employees, county supervisors, county officials, and general public.
10. Ability to read, comprehend, and communicate, both verbally and in writing.

**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, general public, 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).

Potential for physical harm exists during home visits or when the worker is engaging hostile or emotionally irate clients. Limited office space may produce some overcrowding and may cause distraction. Lack of office privacy requires careful attention to confidentiality to safeguard client personal information.

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 Krebsbach, Director

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Kelly A. Hendee, Human Resources Director

\_\_\_\_\_  
 Date



**County of Door**  
**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

---

**Joseph Krebsbach, Director**

(920) 746-7155

1<sup>st</sup> floor fax (920) 746-2355

2<sup>nd</sup> floor fax (920) 746-2439

dhs@co.door.wi.us

**Date: September 24, 2019**

**To:** Human Services Board

**Cc:** Administrative Committee

**From: Joseph Krebsbach, Director Human Services**

**RE:** Request to Refill Community Support Program (CSP) Case Manager

---

The CSP Program serves our residents with a severe and persistent mental illness. The goal of this program is to help these individuals integrate into our community and to keep them out of hospital placements. Providing services in the community is much more cost effective and provides better outcomes for our consumers.

A case manager by statute cannot have more than 20 cases. The program currently serves 53 consumers, with another two admissions scheduled. We have three Case Management positions approved in this division. A CSP Case manager typically generates more revenue than they cost the county.

As of 9/20/2019 we have one vacant position. I am request that we be allowed to fill this position and as subsequent position as soon as possible. I would be glad to answer any questions that you have about the program or the need for the position.

Joe

Door County Human Resources Form #: 2015-04		Title: <b>Request to Refill Position</b>
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.
<b>DEPT. HEAD TO COMPLETE:</b>		
Department	<u>Health and Human Services</u>	Position Title: <u>Community Support Programs Case Manager</u>
Position Status:	<input checked="" type="checkbox"/> Currently vacant <input type="checkbox"/> Will be vacant	Date Vacant: _____
	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> New position	Hours per week: <u>40</u>
Reason for Vacancy:	<input checked="" type="checkbox"/> Termination <input type="checkbox"/> Transfer <input 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>Glen Begrow</u>		
Reviewed, updated, and submitted to Human Resources:		
<input checked="" type="checkbox"/> Job Analysis Questionnaire (not to be included in the agenda packet)		
<input checked="" type="checkbox"/> Job Description		
Completed by: <u>Joseph Krebsbach</u>		Date <u>9-23-19</u>
<b>Financial Information:</b>		
Salary Range: <u>\$23.33 - \$30.53</u>	Is the Position Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Source: <input type="checkbox"/> Levy      % _____	<input type="checkbox"/> Grant Funded      % _____	<input checked="" type="checkbox"/> Other <u>Medicare billing</u> % <u>100% +</u>
<input type="checkbox"/> Fiscal Impact, from Finance Department, completed and attached		
<b>HR TO COMPLETE:</b>		
EEO _____	FLSA Status _____	
<input type="checkbox"/> Human Resources has performed a position review?	_____ (HR initial) _____ Date	
<input type="checkbox"/> The Job Description has been updated and signed?	_____ (HR initial) _____ Date	
<b>Approvals:</b>		
County Administrator _____	Date _____	
Administrative Committee Chair _____	Date _____	

County of Door  
Case Manager-Community Support Program

<b>Job Title</b>	Case Manager – Community Support Program	<b>Last Revision</b>	10/26/2015
<b>Department</b>	Health & Human Services	<b>HR Reviewed</b>	01/01/2017
<b>Division</b>	Community Support Program	<b>Employee Group</b>	General Municipal Employee
<b>Report To</b>	Community Support Program Manager	<b>FLSA Status</b>	Exempt
<b>Pay Grade</b>	H	<b>EEO Code</b>	02 – Professionals

### General Summary

Responsible for a wide range of highly creative case management services, provide individualized client centered treatment to facilitate, assist and enhance the ability of persons diagnosed with chronic persistent mental illness live in the community and reduce their risk of hospitalization.

### Duties and Responsibilities

#### *Essential Job Functions*

1. Maintain a regular schedule of supportive 1:1 contacts both in-home and office contacts to monitor the client's day to day functioning, and symptoms.
2. Report medical/psychiatric concerns directly to CSP Coordinator and prescribing psychiatrist.
3. Provide support, crisis intervention, assist in development of natural supports, make necessary referrals for services, assist with activities of daily living and advocate for their clients to maximize their functional level as displayed by the consumer's community adjustment.
4. Complete required paperwork for state certification to include daily documentation of all 1:1 contacts and collateral contacts as well as treatment plans and crisis plans every 6 months,
5. Attend all psychiatric appointments and medical appointments as time allows.
6. Assist as necessary clients applying for Disability Benefits, Medicaid Applications and Reviews, Rental Assistance / Housing Authority, Energy Assistance, Payee Services, etc.
7. Provides coordination, including transportation as necessary, to ensure client attendance at clinical/medical appointments and other services necessary in the clients' case plans and/or for the client's well being.
8. Works with family members and significant others to provide support, education and maximize participation in clients' treatment programs.
9. Participates, along with other CSP staff, in organizing, facilitating and conducting large social, recreational and/or educational events or programs.
10. Provide truthful and accurate written and verbal communications.

#### *General Job Functions*

1. Monitors Commitments and WATTS Reviews as needed.
2. Provides after hours emergency "On-call" services on rotating basis with other clinical staff.
3. Performs other related duties as assigned by the Program Director which may involve CCS case facilitation.

### Requirements

#### *Training and Experience*

1. Graduate of a certified college or university with a Bachelors Degree in Social Work or related field required. MSW degree preferred.

## County of Door Case Manager-Community Support Program

2. Two years of services working with individuals with severe and persistent mental illness required.
3. Complete State on-line training to be approved as screener for MH/AODA functional screen within six months.
4. Complete 40 hours of Crisis Services training to meet HFS 34 Crisis Orientation within 3 months of hire.
5. Current valid Wisconsin drivers license required and automobile in good working condition.

### ***Knowledge, Skills and Abilities Required***

1. Demonstrated knowledge of the principles and practice of community mental health services and the ability to work therapeutically; deliver a broad range of intervention services to individuals with chronic persistent mental illness and their families.
2. Good organizational skills to assess arrange and conduct a variety of services as appropriate in often rapidly changing situations.
3. Ability to use tact and courtesy in maintaining an effective working relationship with department employees, county supervisors, county officials, and general public.
4. Maturity, good judgment and a high degree of patience.
5. Ability to read, comprehend, and communicate, both verbally and in writing.
6. Basic computer skills. Working knowledge of Word and Outlook are used for documentation and scheduling.

### **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, general public, 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).

Client's residences may have varying degrees of limits and potential harm or injury to self. Driving vehicle at all times of the day in varying climates.

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, 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  
 \_\_\_\_\_

**Case Manager Community Support Program**  
 \_\_\_\_\_  
 6 Mo  
 \_\_\_\_\_  
**Human Services** Sub Dept \_\_\_\_\_

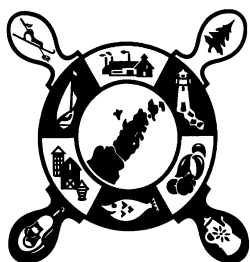
FTE/Hrs	@ Rate	2019 TOTAL SALARY					2019 TOTAL BENEFITS				TOTAL SALARY and Benefits	
<b>Case Manager Community Support Program Pay Range H - Step 1</b>												
1.00	\$23.23	48,448					32,137				80,585	
<b>Case Manager Community Support Program- Level H Budget</b>												
1.00	\$32.92	68,658					22,173				90,831	
										<b>Total Salary and Benefit Decrease</b>		<b>(10,246)</b>
FTE/Hrs	@ Rate	2019 TOTAL SALARY					2019 TOTAL BENEFITS				TOTAL SALARY and Benefits	
<b>Case Manager Community Support Program Pay Range H - Step CP</b>												
1.00	\$26.55	55,373					33,447				88,820	
<b>Case Manager Community Support Program- Level H Budget</b>												
1.00	\$32.92	68,658					22,173				90,831	
										<b>Total Salary and Benefit Decrease</b>		<b>(2,011)</b>

\_\_\_\_\_ Dept Head Signature St. Wynn Finance Director  
 \_\_\_\_\_ Date 9/25/19

**Disclaimer: This Fiscal Impact does not include Step 2 \$23.90, Step 3 \$24.56, Step 4 \$25.22, or Step 5 \$25.89.**

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 HEALTH AND HUMAN SERVICES**

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

---

**Joseph Krebsbach, Director**

(920) 746-7155

1<sup>st</sup> floor fax (920) 746-2355

2<sup>nd</sup> floor fax (920) 746-2439

dhs@co.door.wi.us

**Date: September 24, 2019**

**To:** Human Services Board

**Cc:** Administrative Committee

**From: Joseph Krebsbach, Director Human Services**

**RE:** Request to Refill Comprehensive Community Services Case Manager

---

We have a new vacancy in our CCS Division as of September 20, 2019. This position provides ongoing coordination of services for individuals or families impacted by mental health or addiction issues. The program has a combination of state and federal funding that covers our full costs. As a result, there is no local tax levy needed to support this position.

We continue to look expand this program to offset other division's workload. All the case managers in this program currently have a full case load. I am requesting permission to refill this position and any subsequent positions it may open.

Joe

Door County Human Resources Form #: 2015-04		Title: <b>Request to Refill Position</b>
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.
<b>DEPT. HEAD TO COMPLETE:</b>		
Department <u>Health and Human Services</u>		Position Title: <u>Comprehensive Community Services Case Facilitator</u>
Position Status:	<input checked="" type="checkbox"/> Currently vacant <input type="checkbox"/> Will be vacant	Date Vacant: _____
	<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> New position	Hours per week: <u>40</u>
Reason for Vacancy:	<input checked="" type="checkbox"/> Termination <input type="checkbox"/> Transfer <input 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>Laura Hall</u>		
Reviewed, updated, and submitted to Human Resources:		
<input checked="" type="checkbox"/> Job Analysis Questionnaire (not to be included in the agenda packet)		
<input checked="" type="checkbox"/> Job Description		
Completed by: <u>Joseph Krebsbach</u>		Date <u>9-23-19</u>
<b>Financial Information:</b>		
Salary Range: <u>\$23.33 – \$30.53</u>		Is the Position Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Funding Source: <input type="checkbox"/> Levy    % _____ <input type="checkbox"/> Grant Funded    % _____		<input checked="" type="checkbox"/> Other <u>Medicare and State funding</u> % <u>100</u>
<input type="checkbox"/> Fiscal Impact, from Finance Department, completed and attached		
<b>HR TO COMPLETE:</b>		
EEO _____		FLSA Status _____
<input type="checkbox"/> Human Resources has performed a position review?		_____ (HR initial) _____ Date
<input type="checkbox"/> The Job Description has been updated and signed?		_____ (HR initial) _____ Date
<b>Approvals:</b>		
County Administrator _____		Date _____
Administrative Committee Chair _____		Date _____

**County of Door**  
**Case Manager – Comprehensive Community Services**  
**(with On-Call Crisis)**

<b>Job Title</b>	Case Manager-Comprehensive Community Services	<b>Last Revision</b>	8/9/2018
<b>Department</b>	Health & Human Services	<b>HR Reviewed</b>	
<b>Division</b>	Behavioral Health/CCS	<b>Employee Group</b>	General Municipal Employee
<b>Report To</b>	Comprehensive Community Services Program Manager	<b>FLSA Status</b>	Exempt
<b>Pay Grade</b>	H	<b>EEO Code</b>	02 – Professionals

### **General Summary**

This advanced position is responsible for a wide range of individualized, client centered, and trauma-informed case management and service facilitation services to individuals across the lifespan affected by mental health and/or substance use problems and to children involved in multiple systems of care. The case manager performs intake functions and screens individuals presenting to the county system for services. The case manager provides assessment, resource development and coordination of services; conducts ongoing monitoring of strengths, needs, and goals; facilitates team meetings; and works with consumers and their teams to develop recovery-focused treatment plans to help individuals receive the most appropriate level of support to achieve their goals.

### **Duties and Responsibilities**

#### ***Essential Job Functions***

1. Develops and maintains knowledge of specific program requirements set forth by Wis. Stats. related to Comprehensive Community Services, Coordinated Services Teams and related programs and services.
2. Conducts necessary screenings and assessments, including AODA/Mental Health functional screen and child functional screens (state screen certified) to determine all program eligibility; completes other state required program documents and tools as assigned.
3. Identifies needs and strengths, and conducts individual assessments regarding the nature of a client's abilities, disabilities and potential for maximized community and family living.
4. Facilitates team meetings with consumers, providers, family members and other informal supports to develop, implement, and monitor person-centered, recovery-focused treatment plans.
5. Assists clients and families to obtain all available resources (financial, social, remedial) to enable clients to reach established goals and objectives.
6. Monitors, reviews and provides follow-up consultation to ensure client needs are being met.
7. Procures and authorizes services to be delivered by service providers. Monitors the quality and quantity of purchased services to ensure they are consistent with the individual's goals set forth on the treatment plan and in compliance with authorized hours. Follows up with the provider in a timely manner when adjustments are needed.
8. Prepares and maintains treatment plans and individual progress notes for each assigned client in an electronic record system.
9. Prepares state and federally mandated reports regarding individuals on caseload related to case management functions.
10. Advocates on behalf of clients to ensure needs are met and client rights are protected, enhancing natural supports to the greatest extent possible.
11. Conducts and/or participates in community awareness, education, resource development, and option exploration activities.
12. Provide truthful and accurate written and verbal communications.

**County of Door**  
**Case Manager – Comprehensive Community Services**  
**(with On-Call Crisis)**

***General Job Functions***

1. Provides after-hours emergency "On Call" services on rotating basis with other clinical staff.
2. Participates in continuing appropriate professional training.
3. Provides regular supportive contacts with the service providers, team members, and other community partners.
4. Participates in weekly team meetings to review client/clinical supervision issues and receive division program updates.
5. Strictly follows federal and state laws and regulations, county and departmental policies and procedures in regard to privacy, security and confidentiality of individuals' personal and health information.

**Requirements**

***Training and Experience***

1. Minimum of Bachelor's degree in Social Work, Psychology, Sociology, Special Education, Human Development or related degree.
2. Two (2) years demonstrated experience working with individuals with behavioral health issues strongly preferred.
3. Current valid Wisconsin driver's license required and access to a reliable standard automobile.

***Knowledge, Skills, and Abilities Required***

1. Ability to conduct a comprehensive individual assessment, develop individual service plans and activities, and work creatively and independently.
2. Ability to listen carefully, communicate respectfully and engage in conflict resolution and problem-solving.
3. Ability to read, comprehend, and communicate, both orally and in writing, as well as effectively administer program requirements by written and oral communications.
4. Ability to perform basic mathematical calculations; ability to compare invoices to authorizations and service notes and resolve discrepancies.
5. Ability to use tact and courtesy in maintaining an effective working relationship with clients, department employees, county supervisors, county officials, and the general public.
6. Ability to prioritize multiple tasks in an organized, efficient manner.
7. Required to complete 40 hours of state-mandated CCS training within 3 months of hire.
8. Required to complete training and pass Department of Health Services exams to become certified as a functional screener and Child & Adolescent Needs Assessment (CANS) assessor within three months of hire.

**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, general public, 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

**County of Door**  
**Case Manager – Comprehensive Community Services**  
**(with On-Call Crisis)**

equipment).

Very frequent face to face and over the telephone oral communication with clients, their families and the public. Sitting and standing are required 100% of the time spent on the job. Occasional climbing of stairs.

Work includes driving vehicle to visit clients in their homes and other community settings; interacting with and observing actions of clients to assess needs. Occasional pushing of clients in wheel chairs (20-40 lbs.). Frequent writing or typing of case notes.

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, Human Services Director

Date

---

Kelly A. Hendee, Human Services 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

Case Manager Children & Families  
 \_\_\_\_\_ 6 Mo \_\_\_\_\_  
Human Services Sub Dept \_\_\_\_\_

FTE/Hrs	@ Rate	2019 TOTAL SALARY					2019 TOTAL BENEFITS			TOTAL SALARY and Benefits
<b>Case Manager Children &amp; Families Pay Range H - Step 1</b>										
1.00	\$23.23	48,448					32,137			80,585
<b>Case Manager Children &amp; Families- Level H Budget</b>										
1.00	\$24.56	51,222					18,876			70,098
<b>Total Salary and Benefit Increase</b>										<b>10,487</b>
FTE/Hrs	@ Rate	2019 TOTAL SALARY					2019 TOTAL BENEFITS			TOTAL SALARY and Benefits
<b>Case Manager Children &amp; Families Pay Range H - Step CP</b>										
1.00	\$26.55	55,373					33,447			88,820
<b>Case Manager Children &amp; Families- Level H Budget</b>										
1.00	\$24.56	51,222					18,876			70,098
<b>Total Salary and Benefit Increase</b>										<b>18,722</b>

\_\_\_\_\_ Dept Head Signature *Stacy Williams* Finance Director  
 \_\_\_\_\_ Date 9/25/19

**Disclaimer: This Fiscal Impact does not include Step 2 \$23.90, Step 3 \$24.56, Step 4 \$25.22, or Step 5 \$25.89.**

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**County of Door**  
**Youth Connection Center Coordinator**

<b>Job Title</b>	Youth Connection Center Coordinator	<b>Last Revision</b>	9/25/19
<b>Department</b>	Health & Human Services	<b>HR Reviewed</b>	
<b>Division</b>	Children & Families	<b>Employee Group</b>	General Municipal Employee
<b>Report To</b>	Children and Families Program Manager	<b>FLSA Status</b>	Non-Exempt
<b>Pay Grade</b>	G	<b>EEO Code</b>	02 / Professional

### **General Summary**

This position is responsible for overall coordination of the activities and services of the Youth Connection Center. Primary responsibilities include planning, scheduling and coordinating activities with agency staff and community partners; developing and monitoring individualized service plans with youth; monitoring participation and progress of youth; coordinating and communicating with assigned social workers and Children and Families Manager. This position reports to the Children and Families Manager.

### **Duties and Responsibilities**

#### ***Essential Job Functions***

1. Leads development of programming/curriculum for the Youth Connection Center (YCC) with input from other YCC staff and youth.
2. Coordinates and maintains schedule of all program activities and providers, managing schedule changes as needed. Ensures youth are provided with opportunities for mental health/AODA counseling as needed, as well as opportunities in the arts, recreation, career planning, etc. to promote youth value and build healthy community connections.
3. Builds and maintains collaborative working relationships with schools, law enforcement, employers, and other community partners to develop and coordinate effective programming for youth.
4. Provides supervision to youth on delinquency orders (and those at risk of being involved in the youth justice system) at the Youth Connection Center or other community settings, often as an alternative to detention or shelter care.
5. Supports youth in developing person-centered goals and plans; assists youth in accessing needed services and supports to reach established goals.
6. Works with youth offenders in individualized and group settings on competency-building activities that promote positive peer/family relationships and taking meaningful responsibility for one's actions.
7. Monitors attendance of youth and reports absences or significant rule violations to assigned social work for follow-up as needed.
8. In coordination with youth, community service coordinator, and community partners, arranges community service opportunities that meet court ordered requirements. Coordinates work and participation incentives program for youth.
9. Participates in team meetings with consumers, providers, family members and other informal supports to assist in the implementation of recovery-focused service plans.
10. Prepares and maintains individual progress notes for each assigned client in an electronic record system.
11. Maintains program data and prepares state and county reports regarding YCC.

## County of Door Youth Connection Center Coordinator

### **General Job Functions**

1. Performs other Children and Family services as may be required.
2. Transports youth to and from Center if necessary. May provide informal mentoring/coaching while transporting.
3. Participates in weekly team meetings to review client-specific progress and needs, supervision issues, and receive division updates.
4. Strictly follows federal and state laws and regulations, county and departmental policies and procedures in regard to privacy, security and confidentiality of individuals' personal and health information.

### **Requirements**

#### **Training and Experience**

1. Graduate of a certified college or university in human services, social work, education, or related field preferred.
2. Two to three years' experience in social/human services, education, or case management strongly preferred. A combination of related education and work experience may also be considered.
3. Current valid Wisconsin driver's license required and access to a reliable standard automobile.
4. Training in Comprehensive Community Services (CCS) required within 90 days of hire.

#### **Knowledge, Skills, and Abilities Required**

1. Ability to listen carefully, communicate respectfully and engage in conflict resolution and problem solving.
2. Ability to speak and write clearly.
3. Ability to plan and work with a partner or independently and organize workload in order to meet deadlines.
4. Ability to recognize and respect the needs and beliefs of individuals, while demonstrating a consistent approach to engaging clients and offering services to support them.
5. Ability to establish and maintain positive working relationships with clients, co-workers, supervisors, and collateral agencies.
6. Ability to accept supervision and work collaboratively within the agency and community.
7. Ability to demonstrate decision-making skills and prioritize workload with strong organizational skills.
8. Ability to work under pressure, with stressful situations and challenging people and maintain composure; ability to problem solve and engage in conflict resolution.
9. Ability to make independent decisions regarding routine matters.
10. Knowledge of trauma informed care.

### **Physical & Working Conditions**

Nearly 100% of work time is performed in a large classroom style setting with little or no discomfort from temperature, dust or noise. Interacting with other employees, general public, whether walking in or on the telephone may be encountered.

Approximately 50% of work is performed seated at a desk, working on a computer keyboard and/or telephone with about 50% 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



**County of Door**  
**Youth Connection Center Coordinator**

and equipment).

Very frequent face-to-face oral communication with clients, their families and the public. Sitting and standing are required 100% of the time spent on the job. Occasional climbing of stairs.

Work includes driving vehicle to transport clients to and from their homes and other community settings and interacting with and observing actions of clients to assess needs. Occasional pushing of clients in wheel chairs (20-40 lbs.). Frequent writing or typing of case notes.

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:*

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Joseph A. Krebsbach, Human Services Director

Date

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Kelly A. Hendee, Human Services Director

Date

**County of Door**  
**Social Worker – Children & Family Services Unit–Placement Specialist**

<b>Job Title</b>	Social Worker – Children & Family Services Unit – Foster Care/Placement Specialist	<b>Last Revision</b>	09/24/2019
<b>Department</b>	Health & Human Services	<b>HR Reviewed</b>	
<b>Division</b>	Children & Families	<b>Employee Group</b>	General Municipal Employee
<b>Report To</b>	Children and Family Services Manager	<b>FLSA Status</b>	Exempt
<b>Pay Grade</b>	H	<b>EEO Code</b>	02 – Professionals

### **General Summary**

This position will be responsible for Foster Care and Kinship Care Coordination, including responding to inquiries from prospective care providers, processing applications, conducting home visits, and leading all retention and recruitment activities. This position will also be responsible for ongoing support of foster parents, including organizing, hosting and delivering foster parent trainings; coordinating respite care, and coordinating supervised visits. When necessary to balance workload between the various positions in the Child and Family Services Unit, the Unit Manager may adjust assignments from one area to another.

### **Duties and Responsibilities**

#### ***Essential Job Functions***

1. Oversees and coordinates all Foster Care licensing for the county. Conducts SAFE home studies on new applicants for foster care as well as renewal of licensed homes. This includes conducting informational meetings and orientation to foster care, physical home environment check, interview of prospective caregivers, conducting reference checks and background checks, additional home visits, and creating/maintaining provider documentation in the state eWiSACWIS record system.
2. Provides ongoing support to foster families to mitigate placement disruptions and ensure retention of an adequate supply of high-quality foster homes in the county. Maintains at least monthly contact with foster families; facilitates Foster Parent Support Group; plans and coordinates foster parent appreciation events.
3. Coordinates and implements foster parent recruitment efforts in the community, including community-wide marketing campaigns and outreach events. Maintains, updates, and monitors county Foster Care Facebook page. Attends regional and state meetings of Foster Care Coordinators as well as local/regional advocacy groups.
4. Oversees and coordinates all Kinship Care for the county. This includes providing Kinship Care information in response to inquiries, processing applications, conducting annual home visits, completing background checks, and creating/maintaining provider documentation in the state eWiSACWIS record system.
5. Coordinates, plans and delivers foster parent trainings, including table top pre-placement training, foster parent foundation and ongoing training, and Strengthening Families (aka Trauma Informed Parenting). Hosts other ongoing trainings. Maintains documentation of trainings in Professional Development System database. Annually completes the IV-E Foster Care Training Plan Budget & Report.
6. Facilitates and supports placements in out-of-home care by assisting with various duties including: Family Finding activities (i.e., Seneca Search, notice to relatives); completion of initial placement paperwork; Confirming Safe Environments assessments; referrals to community resources (Foodshare, WIC, Child Care, BadgerCare, etc.); CANS assessments; school notifications and completion of Educational Passports; tribal notifications; and entering placements in eWiSACWIS.
7. Serves as Child Placement Agency Liaison with private agencies and/or other counties. Assesses relative placements, including requests from other counties or states.
8. Coordinates supervised visits.

## **County of Door**

### **Social Worker – Children & Family Services Unit–Placement Specialist**

9. Coordinates respite care for children in Foster Care.
10. Performs Access/Intake for Child Protection calls during periods of staff shortage or overflow.
11. Serves as part of the after-hours on-call rotation for Child Protection/Youth Justice.

#### ***Other General Job Functions***

1. Works collaboratively with community partners and agencies to facilitate effective case management.
2. Represents the agency on various community committees and workgroups.
3. Provides truthful and accurate written and verbal communications.

#### **Requirements**

##### ***Training and Experience***

1. Graduate with a BA / BS degree (or higher) from a certified college or university program in Social Work.
2. Certification as a Social Worker (or higher level of Social Worker certification) with the State of Wisconsin Department of Regulation and Licensing.
3. Previous experience providing social / human services and supervision to children / juveniles / families preferred.
4. Training in Chapter 56 Foster Care licensing, Chapter 58 Kinship Care, and Structured Analysis Family Evaluation (SAFE) methodology within 1 year of hire is required.

##### ***Knowledge, Skills, and Abilities Required***

1. Working knowledge of Chapter 48 and Chapter 938.
2. Working knowledge of child maltreatment, juveniles in need of protection or services, and delinquency.
3. Working knowledge of child development, including typical behaviors / parenting techniques / and disciplinary methods that are age – appropriate for children and juveniles.
4. Adhere to social work ethics and boundaries and exercise sound professional judgment and participate in appropriate continuing education.
5. Working knowledge of computer software, including but not limited to: Microsoft Office, WORD, Outlook, Excel, AS400 applications, eWISACWIS, TCM, etc.
6. Working knowledge of other community resources available to provide assistance to families, if needed, but will train.
7. Possesses a high level of communication skills, especially in engaging clients, interviewing techniques, oral communication, and report writing. Must be able to relate to all levels of age and social strata, and be capable of making professional courtroom presentations based on fact.
8. Ability to use tact and courtesy in maintaining an effective working relationship with department employees, county supervisors, county officials, and general public.
10. Ability to read, comprehend, and communicate, both verbally and in writing.

##### **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, general public, 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).

Potential for physical harm exists during home visits or when the worker is engaging hostile or emotionally irate clients. Limited office space may produce some overcrowding and may cause

## County of Door

### Social Worker – Children & Family Services Unit–Placement Specialist

distraction. Lack of office privacy requires careful attention to confidentiality to safeguard client personal information.

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:*

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Joseph A. Krebsbach, Health and Human Services Director

Date

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Kelly A. Hendee, Human Resources Director

Date



## Door County Health and Human Services

County Government Center  
421 Nebraska Street  
Sturgeon Bay, WI 54235

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**Joseph Krebsbach, Director**  
First Floor Fax 920-746-2355  
Second Floor Fax 920-746-2349  
dhs@co.door.wi.us

September 27, 2019

Kelly Hendee  
Door County Human Resources  
421 Nebraska St.  
Sturgeon Bay, WI 54235

RE: Completion of Introductory Period  
Employee Name: Katherine Moore  
Position: Children's Long Term Support Case Manager  
Start Date: March 11, 2019

As of September 11, 2019 Katherine Moore successfully completed her introductory period as a Children's Long Term Support Case Manager in the Door County Department of Health and Human Services. Katie has completed all orientation and introductory training required of her position. She is meeting all responsibilities of the case manager position and is performing assigned duties and responsibilities at a consistently high level.

Katie is a strong asset to our team. She is responsible in her duties as a case manager, supporting the children and their families on her caseload. She is a very participatory team member and quick to lend a hand to others on the team. She is a creative case planner and communicates clearly with her team and families. She is a very reliable and a dependable employee.

I recommend, without hesitation, that Katie Moore move to regular employment status effective September 11, 2019.

Sincerely,

Beth Chisholm, Children's Services Program Manager  
Door County Health and Human Services

Cc: Joe Krebsbach, Human Services Director  
Cori McFarlane, Human Services Deputy Director  
Human Services Board  
Administrative Committee



**DOOR COUNTY HEALTH AND HUMAN SERVICES**  
 421 Nebraska Street  
 Sturgeon Bay WI 54235  
 Main Line: 920-746-7155

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

## MEMO

**To:** Human Services Committee/Board of Health  
**From:** Ashley LaLuzerne  
**Date:** 10.08.2019  
**Re:** Expenditure Review

Expenditures since the last committee meeting held 09.10.2019

\$	420.56	Wal-Mart Credit Card August/September 2019
\$	2,678.00	Elan Credit Card July 2019 - August 2019
\$	37,511.06	August 2019 Foster / Kinship Care Payments #2019- 456/481
\$	7,482.00	Invoices Paid Prior to October 8,2019 not included in Batches
<b>\$</b>	<b>48,091.62</b>	

Departmental journal entries not included on the attached voucher list:

\$	20.00	Finger Printing - DC Jail September 2019
\$	526.58	Maintenance Dept. August 2019 gas usage - Fleet
<b>\$</b>	<b>546.58</b>	

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

\$	142,122.88	Monthly Vouchers - 2019 Batch Totals (September) #2019-451
\$	62,692.18	Monthly Vouchers -2019 Batch Totals (October) #2019-476
\$	48,091.62	Expenditures since the last committee meeting held 09.10.2019
\$	546.58	Amounts paid to other County Departments as per above
<b>\$</b>	<b>253,453.26</b>	

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

\$	57,806.59	Monthly Vouchers -2019 Batch (September) #2019-459
\$	8,657.38	Monthly Vouchers -2019 Batch (October) #2019-487
\$	126.88	Walmart Credit Card August/September 2019
\$	1,302.07	Elan Credit Card August 2019 - September 2019
\$	70.93	Elan Credit Card September 2019
\$	109.34	Invoices Paid Prior to October 8, 2019 not included in Batches
<b>\$</b>	<b>68,073.19</b>	

Total Expenditures and Vouchers for Public Health since the last meeting are

\$	2,993.47	Monthly Vouchers -2019 Batch (September) #2019-461
\$	4,337.32	Monthly Vouchers -2019 Batch (October) #2019-479
\$	4.30	Elan Credit Card August 2019
<b>\$</b>	<b>7,335.09</b>	

**\$ 328,861.54 Total Expenditures and Vouchers**



Door County

## Accounts Payable Invoice Report

G/L Date Range 09/06/19 - 09/06/19

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 <b>17929 - ADVOCATES FOR HEALTHY</b>									
Import - 15443	WiSACWIS- PID:0008038182_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			2,478.00
				Vendor <b>17929 - ADVOCATES FOR HEALTHY</b> Totals			Invoices	1	\$2,478.00
Vendor <b>21818 - [REDACTED]</b>									
Import - 15450	WiSACWIS- PID:0008063756_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			1,633.80
				Vendor <b>21818 - [REDACTED]</b> Totals			Invoices	1	\$1,633.80
Vendor <b>20518 - [REDACTED]</b>									
Import - 15446	WiSACWIS- PID:0008052413_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			932.33
				Vendor <b>20518 - [REDACTED]</b> Totals			Invoices	1	\$932.33
Vendor <b>9479 - [REDACTED]</b>									
Import - 15457	WiSACWIS- PID:0008000379_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			804.00
				Vendor <b>9479 - [REDACTED]</b> Totals			Invoices	1	\$804.00
Vendor <b>10091 - [REDACTED]</b>									
Import - 15436	WiSACWIS- PID:0008085630_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			556.00
				Vendor <b>10091 - [REDACTED]</b> Totals			Invoices	1	\$556.00
Vendor <b>22501 - [REDACTED]</b>									
Import - 15454	WiSACWIS- PID:0008009779_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			562.64
				Vendor <b>22501 - [REDACTED]</b> Totals			Invoices	1	\$562.64
Vendor <b>9850 - [REDACTED]</b>									
Import - 15458	WiSACWIS- PID:0008085718_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			488.00
				Vendor <b>9850 - [REDACTED]</b> Totals			Invoices	1	\$488.00
Vendor <b>7857 - FOUNDATIONS HEALTH &amp; WHOLENESS</b>									
Import - 15455	WiSACWIS- PID:0008004685_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			1,930.24



Door County

# Accounts Payable Invoice Report

G/L Date Range 09/06/19 - 09/06/19

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	<b>7857 - FOUNDATIONS HEALTH &amp; WHOLENESS</b>	Totals			Invoices	1	\$1,930.24
Vendor <b>21744</b> - [REDACTED]									
Import - 15449	WiSACWIS- PID:0008063868_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			442.00
		Vendor	<b>21744</b> - [REDACTED]	Totals			Invoices	1	\$442.00
Vendor <b>10380</b> - [REDACTED]									
Import - 15440	WiSACWIS- PID:0008058542_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			488.00
		Vendor	<b>10380</b> - [REDACTED]	Totals			Invoices	1	\$488.00
Vendor <b>22478</b> - [REDACTED]									
Import - 15453	WiSACWIS- PID:0008080114_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			524.00
		Vendor	<b>22478</b> - [REDACTED]	Totals			Invoices	1	\$524.00
Vendor <b>10168</b> - [REDACTED]									
Import - 15437	WiSACWIS- PID:0008086414_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			488.00
		Vendor	<b>10168</b> - [REDACTED]	Totals			Invoices	1	\$488.00
Vendor <b>21012</b> - [REDACTED]									
Import - 15448	WiSACWIS- PID:0008042054_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			1,075.74
		Vendor	<b>21012</b> - [REDACTED]	Totals			Invoices	1	\$1,075.74
Vendor <b>18001</b> - [REDACTED]									
Import - 15445	WiSACWIS- PID:0008087277_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			488.00
		Vendor	<b>18001</b> - [REDACTED]	Totals			Invoices	1	\$488.00
Vendor <b>17937</b> - [REDACTED]									
Import - 15444	WiSACWIS- PID:0008040115_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			244.00
		Vendor	<b>17937</b> - [REDACTED]	Totals			Invoices	1	\$244.00
Vendor <b>20836</b> - [REDACTED]									

Door County

## Accounts Payable Invoice Report

G/L Date Range 09/06/19 - 09/06/19

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 - 15447	WiSACWIS- PID:0008057128_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			488.00
			Vendor 20836 [REDACTED]	Totals		Invoices	1		488.00
Vendor 22153 - [REDACTED]									
Import - 15451	WiSACWIS- PID:0008067949_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			488.00
			Vendor 22153 - [REDACTED]	Totals		Invoices	1		488.00
Vendor 9215 - [REDACTED]									
Import - 15456	WiSACWIS- PID:0008026706_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			611.40
			Vendor 9215 [REDACTED]	Totals		Invoices	1		611.40
Vendor 10339 - [REDACTED]									
Import - 15439	WiSACWIS- PID:0008087053_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			244.00
			Vendor 10339 [REDACTED]	Totals		Invoices	1		244.00
Vendor 10312 - [REDACTED]									
Import - 15438	WiSACWIS- PID:0008086324_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			698.00
			Vendor 10312 [REDACTED]	Totals		Invoices	1		698.00
Vendor 22316 - [REDACTED]									
Import - 15452	WiSACWIS- PID:0008079501_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			244.00
			Vendor 22316 - [REDACTED]	Totals		Invoices	1		244.00
Vendor 10713 - [REDACTED]									
Import - 15441	WiSACWIS- PID:0008031195_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			1,339.55
			Vendor 10713 [REDACTED]	Totals		Invoices	1		1,339.55
Vendor 16527 - [REDACTED]									
Import - 15442	WiSACWIS- PID:0008028553_Voucher:02005 _IM_09/05/2019	Edit		09/05/2019	09/06/2019	09/06/2019			877.60
			Vendor 16527 - [REDACTED]	Totals		Invoices	1		877.60

Door County

# Accounts Payable Invoice Report

G/L Date Range 09/06/19 - 09/06/19

Report By Vendor - Invoice

Summary Listing

Grand Totals	Invoices	23	<u>\$18,125.30</u>
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Door County

**Accounts Payable Invoice Report**

Invoice Due Date Range 09/17/19 - 09/17/19

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 <b>10941</b> - [REDACTED]									
Import - 16583	WiSACWIS- PID:0008035108_Voucher:02006 _IM_09/16/2019	Edit		09/16/2019	09/17/2019	09/17/2019			94.46
			Vendor <b>10941</b> - [REDACTED]	Totals		Invoices	1		\$94.46
Vendor <b>6476 - OCONOMOWOC DEV TRAINING CENTER</b>									
Import - 16584	WiSACWIS- PID:0008019479_Voucher:02006 _IM_09/16/2019	Edit		09/16/2019	09/17/2019	09/17/2019			12,502.30
			Vendor <b>6476 - OCONOMOWOC DEV TRAINING CENTER</b>	Totals		Invoices	1		\$12,502.30
Vendor <b>10378 - POSITIVE ALTERNATIVES, INC</b>									
Import - 16582	WiSACWIS- PID:0008020654_Voucher:02006 _IM_09/16/2019	Edit		09/16/2019	09/17/2019	09/17/2019			6,789.00
			Vendor <b>10378 - POSITIVE ALTERNATIVES, INC</b>	Totals		Invoices	1		\$6,789.00
				Grand Totals		Invoices	3		\$19,385.76



Door County

# Accounts Payable Invoice Report

G/L Date Range 09/13/19 - 09/13/19

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 <b>17929 - ADVOCATES FOR HEALTHY</b>									
082019	August 2019 Foster Care Preplacement 2 days	Edit		09/13/2019	09/13/2019	09/13/2019			150.00
				Vendor <b>17929 - ADVOCATES FOR HEALTHY</b> Totals			Invoices	1	<u>\$150.00</u>
Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b>									
082019	August 2019 403.01 Recreational Activities	Edit		09/13/2019	09/13/2019	09/13/2019			53.62
				Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b> Totals			Invoices	1	<u>\$53.62</u>
Vendor <b>21173 - [REDACTED]</b>									
082019	August 2019 Emp Mileage Reim 158mi	Edit		09/13/2019	09/13/2019	09/13/2019			91.64
				Vendor <b>21173 - [REDACTED]</b> Totals			Invoices	1	<u>\$91.64</u>
Vendor <b>21177 - BAY COUNSELING CLINIC, LLP</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			3,435.80
				Vendor <b>21177 - BAY COUNSELING CLINIC, LLP</b> Totals			Invoices	1	<u>\$3,435.80</u>
Vendor <b>2176 - BELLIN HEALTH</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			1,326.00
				Vendor <b>2176 - BELLIN HEALTH</b> Totals			Invoices	1	<u>\$1,326.00</u>
Vendor <b>2435 - [REDACTED]</b>									
082019	August 2019 Emp Mileage Reim 24mi	Edit		09/13/2019	09/13/2019	09/13/2019			13.92
				Vendor <b>2435 - [REDACTED]</b> Totals			Invoices	1	<u>\$13.92</u>
Vendor <b>2571 - BOYS &amp; GIRLS CLUB OF DOOR CNTY</b>									
092019	September 2019 Membership Fee	Edit		09/13/2019	09/13/2019	09/13/2019			36.00
				Vendor <b>2571 - BOYS &amp; GIRLS CLUB OF DOOR CNTY</b> Totals			Invoices	1	<u>\$36.00</u>
Vendor <b>3640 - BROTOLOC HEALTH CARE SYSTEM IN</b>									
082019	August 2019 CBRF 31 Days	Edit		09/13/2019	09/13/2019	09/13/2019			5,657.50
				Vendor <b>3640 - BROTOLOC HEALTH CARE SYSTEM IN</b> Totals			Invoices	1	<u>\$5,657.50</u>
Vendor <b>3680 - BROWN COUNTY HUMAN SERVICES</b>									
082019	August 2019 Child Care Certification	Edit		09/13/2019	09/13/2019	09/13/2019			546.90
				Vendor <b>3680 - BROWN COUNTY HUMAN SERVICES</b> Totals			Invoices	1	<u>\$546.90</u>
Vendor <b>5929 - CDW GOVERNMENT INC</b>									
082019-2	August 2019 HS Supplies	Edit		09/13/2019	09/13/2019	09/13/2019			123.24
				Vendor <b>5929 - CDW GOVERNMENT INC</b> Totals			Invoices	1	<u>\$123.24</u>
Vendor <b>11280 - CITY OF STURGEON BAY PARKS DEP</b>									

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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
092019	September 2019 Restitution Payment	Edit		09/13/2019	09/13/2019	09/13/2019			25.00
				Vendor <b>11280 - CITY OF STURGEON BAY PARKS DEP</b> Totals			Invoices	1	<u>\$25.00</u>
Vendor <b>6361 - COUNSELING ASSOCIATES OF DOOR</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			11,101.00
				Vendor <b>6361 - COUNSELING ASSOCIATES OF DOOR</b> Totals			Invoices	1	<u>\$11,101.00</u>
Vendor <b>21234 - CURATIVE CONNECTIONS, INC</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			1,370.20
				Vendor <b>21234 - CURATIVE CONNECTIONS, INC</b> Totals			Invoices	1	<u>\$1,370.20</u>
Vendor <b>5245 - DC PRINTING LLC</b>									
082019	August 2019 HS Envelopes	Edit		09/13/2019	09/13/2019	09/13/2019			198.00
				Vendor <b>5245 - DC PRINTING LLC</b> Totals			Invoices	1	<u>\$198.00</u>
Vendor <b>363 - DENNIS WHITE</b>									
082019	August 2019 HR Psych Evals (SB)	Edit		09/13/2019	09/13/2019	09/13/2019			600.00
				Vendor <b>363 - DENNIS WHITE</b> Totals			Invoices	1	<u>\$600.00</u>
Vendor <b>8770 - DOOR COUNTY MEMORIAL HOSPITAL</b>									
082019	August 2019 B-3 OT/PT Services	Edit		09/13/2019	09/13/2019	09/13/2019			4,011.64
				Vendor <b>8770 - DOOR COUNTY MEMORIAL HOSPITAL</b> Totals			Invoices	1	<u>\$4,011.64</u>
Vendor <b>21410 - DYNAMIC FAMILY SOLUTIONS</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			612.00
				Vendor <b>21410 - DYNAMIC FAMILY SOLUTIONS</b> Totals			Invoices	1	<u>\$612.00</u>
Vendor <b>9674 - ECONO FOODS</b>									
082019	August 2019 Purchase for CSP Picnic	Edit		09/13/2019	09/13/2019	09/13/2019			331.38
				Vendor <b>9674 - ECONO FOODS</b> Totals			Invoices	1	<u>\$331.38</u>
Vendor <b>20081 - [REDACTED]</b>									
082019	August 2019 Emp Mileage Reim 95.0	Edit		09/13/2019	09/13/2019	09/13/2019			55.10
				Vendor <b>20081 - [REDACTED]</b> Totals			Invoices	1	<u>\$55.10</u>
Vendor <b>8952 - [REDACTED]</b>									
082019	August 2019 Emp MIleage/Meal Reim	Edit		09/13/2019	09/13/2019	09/13/2019			211.91
				Vendor <b>8952 - [REDACTED]</b> Totals			Invoices	1	<u>\$211.91</u>
Vendor <b>3841 - FAMILY SERVICES</b>									



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082019	August 2019 CCS/CST/Crisis/Healthy Families/SELF	Edit		09/13/2019	09/13/2019	09/13/2019			12,373.30
			Vendor <b>3841 - FAMILY SERVICES</b> Totals				Invoices	1	<u>\$12,373.30</u>
Vendor <b>22607 - FUN AND FUNCTION LLC</b>									
082019	August 2019 112.55 CLTS Purchase	Edit		09/13/2019	09/13/2019	09/13/2019			554.22
			Vendor <b>22607 - FUN AND FUNCTION LLC</b> Totals				Invoices	1	<u>\$554.22</u>
Vendor <b>2313 - GENERATIONS COMMUNITY SERVICES</b>									
082019	August 2019 CCS/CST Services	Edit		09/13/2019	09/13/2019	09/13/2019			13,673.80
			Vendor <b>2313 - GENERATIONS COMMUNITY SERVICES</b> Totals				Invoices	1	<u>\$13,673.80</u>
Vendor <b>9948 - HAKER COUNSELING LLC</b>									
082019-2	Aug 2019 CCS Services/Sep 2019 AODA Services	Edit		09/13/2019	09/13/2019	09/13/2019			2,465.00
			Vendor <b>9948 - HAKER COUNSELING LLC</b> Totals				Invoices	1	<u>\$2,465.00</u>
Vendor <b>8553 - IMELDA DELCHAMBRE</b>									
082019	August 2019 B-3 Interpreting Services 4hrs	Edit		09/13/2019	09/13/2019	09/13/2019			140.00
			Vendor <b>8553 - IMELDA DELCHAMBRE</b> Totals				Invoices	1	<u>\$140.00</u>
Vendor <b>5078 - INNOVATIVE SERVICES, INC.</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			6,556.05
			Vendor <b>5078 - INNOVATIVE SERVICES, INC.</b> Totals				Invoices	1	<u>\$6,556.05</u>
Vendor <b>17397 - [REDACTED]</b>									
082019	August 2019 Emp Meal Reim	Edit		09/13/2019	09/13/2019	09/13/2019			42.99
			Vendor <b>17397 - [REDACTED]</b> Totals				Invoices	1	<u>\$42.99</u>
Vendor <b>21360 - JUSTICEPOINT, INC</b>									
082019	August 2019 Electronic Monitoring	Edit		09/13/2019	09/13/2019	09/13/2019			252.45
			Vendor <b>21360 - JUSTICEPOINT, INC</b> Totals				Invoices	1	<u>\$252.45</u>
Vendor <b>10664 - [REDACTED]</b>									
082019	August 2019 Emp Mileage Reim 248mi	Edit		09/13/2019	09/13/2019	09/13/2019			143.84
			Vendor <b>10664 - [REDACTED]</b> Totals				Invoices	1	<u>\$143.84</u>
Vendor <b>157 - KEWAUNEE CO DEPT OF HUMAN SRVC</b>									
082019	August 2019 Psych Services 70hrs	Edit		09/13/2019	09/13/2019	09/13/2019			10,500.00
			Vendor <b>157 - KEWAUNEE CO DEPT OF HUMAN SRVC</b> Totals				Invoices	1	<u>\$10,500.00</u>

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Vendor <b>9297 - KIMBERLEY KLEIN</b>									
082019	July/August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			3,512.20
			Vendor <b>9297 - KIMBERLEY KLEIN</b> Totals			Invoices	1		<u>\$3,512.20</u>
Vendor <b>14606 - LANGUAGE LINE SERVICES</b>									
082019	August 2019 ES Interpreter Services 464min	Edit		09/13/2019	09/13/2019	09/13/2019			336.86
			Vendor <b>14606 - LANGUAGE LINE SERVICES</b> Totals			Invoices	1		<u>\$336.86</u>
Vendor <b>22048 - LAU'S HANDY BINS LLC</b>									
082019	August 2019 Dumpster Rental for Client	Edit		09/13/2019	09/13/2019	09/13/2019			251.80
			Vendor <b>22048 - LAU'S HANDY BINS LLC</b> Totals			Invoices	1		<u>\$251.80</u>
Vendor <b>22295</b> [REDACTED]									
092019	Sep 2019 Emp Meal Reim	Edit		09/13/2019	09/13/2019	09/13/2019			15.78
			Vendor <b>22295</b> [REDACTED] Totals			Invoices	1		<u>\$15.78</u>
Vendor <b>20787 - LIMITLESS POSSIBILITIES LLC</b>									
082019	August 2019 AFH Services 31 days	Edit		09/13/2019	09/13/2019	09/13/2019			12,090.00
			Vendor <b>20787 - LIMITLESS POSSIBILITIES LLC</b> Totals			Invoices	1		<u>\$12,090.00</u>
Vendor <b>10407 - LOCUMTENENS.COM LLC</b>									
082019	August 19-22,2019 Psych Services	Edit		09/13/2019	09/13/2019	09/13/2019			7,609.50
			Vendor <b>10407 - LOCUMTENENS.COM LLC</b> Totals			Invoices	1		<u>\$7,609.50</u>
Vendor <b>17220</b> [REDACTED]									
082019	July/August 2019 CCOP Services	Edit		09/13/2019	09/13/2019	09/13/2019			675.00
			Vendor <b>17220</b> [REDACTED] Totals			Invoices	1		<u>\$675.00</u>
Vendor <b>2006</b> [REDACTED]									
082019	August 2019 Emp MIleage/Meal Reim	Edit		09/13/2019	09/13/2019	09/13/2019			265.56
			Vendor <b>2006</b> [REDACTED] Totals			Invoices	1		<u>\$265.56</u>
Vendor <b>20086 - MARSHALL J BALES</b>									
092019	September 2019 Competency Screening	Edit		09/13/2019	09/13/2019	09/13/2019			750.00
			Vendor <b>20086 - MARSHALL J BALES</b> Totals			Invoices	1		<u>\$750.00</u>
Vendor <b>9986 - MOSAIC WEIGHTED BLANKETS LLC</b>									
092019	September 2019 Weighted Blanket	Edit		09/13/2019	09/13/2019	09/13/2019			169.96
			Vendor <b>9986 - MOSAIC WEIGHTED BLANKETS LLC</b> Totals			Invoices	1		<u>\$169.96</u>

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Vendor <b>18398 - [REDACTED]</b>									
082019	August 2019 Emp Mileage Reim 200mi	Edit		09/13/2019	09/13/2019	09/13/2019			116.00
			Vendor <b>18398 - [REDACTED]</b> Totals				Invoices	1	<u>\$116.00</u>
Vendor <b>10440 - OFFICE ALLY, INC</b>									
082019	August 2019 Office Ally Fees	Edit		09/13/2019	09/13/2019	09/13/2019			35.00
			Vendor <b>10440 - OFFICE ALLY, INC</b> Totals				Invoices	1	<u>\$35.00</u>
Vendor <b>10310 - OPTIONS COUNSELING SERVICES, LLC</b>									
082019	August 2019 AODA Residential Treatment	Edit		09/13/2019	09/13/2019	09/13/2019			5,332.00
			Vendor <b>10310 - OPTIONS COUNSELING SERVICES, LLC</b> Totals				Invoices	1	<u>\$5,332.00</u>
Vendor <b>17788 - OPTIONS LAB, INC</b>									
082019	August 2019 Drug Screens	Edit		09/13/2019	09/13/2019	09/13/2019			288.00
			Vendor <b>17788 - OPTIONS LAB, INC</b> Totals				Invoices	1	<u>\$288.00</u>
Vendor <b>9732 - PATHWAYS TO A BETTER LIFE LLC</b>									
082019	August 2019 AODA Residential Services	Edit		09/13/2019	09/13/2019	09/13/2019			6,758.00
			Vendor <b>9732 - PATHWAYS TO A BETTER LIFE LLC</b> Totals				Invoices	1	<u>\$6,758.00</u>
Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b>									
082019	August 2019 CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			5,018.40
			Vendor <b>17442 - PHOENIX BEHAVIORAL HEALTH SVC</b> Totals				Invoices	1	<u>\$5,018.40</u>
Vendor <b>5008 - PROFESSIONAL GUARDIANSHIPS INC</b>									
082019	August 2019 Guardianship Services	Edit		09/13/2019	09/13/2019	09/13/2019			472.00
			Vendor <b>5008 - PROFESSIONAL GUARDIANSHIPS INC</b> Totals				Invoices	1	<u>\$472.00</u>
Vendor <b>3394 - SHERRY PESCH</b>									
082019	August 2019 Bookkeeping Services 47.75hrs	Edit		09/13/2019	09/13/2019	09/13/2019			1,002.75
			Vendor <b>3394 - SHERRY PESCH</b> Totals				Invoices	1	<u>\$1,002.75</u>
Vendor <b>22764 - SNUG HARBOR INC</b>									
082019	August 4-23,2019 Hotel Stay for Client	Edit		09/13/2019	09/13/2019	09/13/2019			990.00
			Vendor <b>22764 - SNUG HARBOR INC</b> Totals				Invoices	1	<u>\$990.00</u>
Vendor <b>7694 - SPECIALIZED SERVICES LLC</b>									
082019	August 2019 CSP Tech/CCS Services	Edit		09/13/2019	09/13/2019	09/13/2019			7,319.60
			Vendor <b>7694 - SPECIALIZED SERVICES LLC</b> Totals				Invoices	1	<u>\$7,319.60</u>

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<b>Vendor 15069 - STAPLES ADVANTAGE</b>									
082019-5	August 2019 HS Office Supplies/Desk	Edit		09/13/2019	09/13/2019	09/13/2019			276.97
Vendor 15069 - STAPLES ADVANTAGE Totals							Invoices	1	<u>\$276.97</u>
<b>Vendor 9883 - T J WALKER MIDDLE SCHOOL</b>									
092019	September 2019 Restitution	Edit		09/13/2019	09/13/2019	09/13/2019			40.00
Vendor 9883 - T J WALKER MIDDLE SCHOOL Totals							Invoices	1	<u>\$40.00</u>
<b>Vendor 502 - UNITED WAY OF DOOR COUNTY</b>									
082019	August 2019 Hope Beyond the Hurt Conf Reg Fees	Edit		09/13/2019	09/13/2019	09/13/2019			60.00
Vendor 502 - UNITED WAY OF DOOR COUNTY Totals							Invoices	1	<u>\$60.00</u>
<b>Vendor 22349 - UNLIMITED POSSIBILITIES</b>									
082019	August 2019 AFH Services	Edit		09/13/2019	09/13/2019	09/13/2019			10,540.00
Vendor 22349 - UNLIMITED POSSIBILITIES Totals							Invoices	1	<u>\$10,540.00</u>
<b>Vendor 11832 - UW GREEN BAY</b>									
092019	Aug/Sep 2020 DBT Training Registration Fees	Edit		09/13/2019	09/13/2019	09/13/2019			1,400.00
Vendor 11832 - UW GREEN BAY Totals							Invoices	1	<u>\$1,400.00</u>
<b>Vendor 19282 - UW-MADISON</b>									
082019	Aug 2019 Safety in CPS: Present Danger Conf Reg Fee	Edit		09/13/2019	09/13/2019	09/13/2019			25.00
Vendor 19282 - UW-MADISON Totals							Invoices	1	<u>\$25.00</u>
<b>Vendor 4331 - WI DEPT OF JUSTICE CRIME INFO</b>									
082019	August 2019 Background Checks	Edit		09/13/2019	09/13/2019	09/13/2019			120.00
Vendor 4331 - WI DEPT OF JUSTICE CRIME INFO Totals							Invoices	1	<u>\$120.00</u>
Grand Totals						Invoices	57	<u><u>\$142,122.88</u></u>	



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Vendor <b>16735 - ABBY VANS INC</b>									
082019-2	August 2019 Client Transportation	Edit		10/01/2019	10/01/2019	10/01/2019			20.00
			Vendor <b>16735 - ABBY VANS INC</b> Totals				Invoices	1	<u>\$20.00</u>
Vendor <b>11006 - [REDACTED]</b>									
102019	Oct 2019 Refund for 6/21/17-5/10/18 DOS	Edit		10/01/2019	10/01/2019	10/01/2019			6.00
			Vendor <b>11006 - [REDACTED]</b> Totals				Invoices	1	<u>\$6.00</u>
Vendor <b>8383 - AMAZON CAPITAL SERVICES, INC</b>									
092019	Sep 2019 WHEAP Crisis Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			799.23
			Vendor <b>8383 - AMAZON CAPITAL SERVICES, INC</b> Totals				Invoices	1	<u>\$799.23</u>
Vendor <b>11007 - [REDACTED]</b>									
102019	Oct 2019 Refund for 5/3/19 DOS	Edit		10/01/2019	10/01/2019	10/01/2019			60.00
			Vendor <b>11007 - [REDACTED]</b> Totals				Invoices	1	<u>\$60.00</u>
Vendor <b>21961 - ANTHEM BLUE CROSS &amp; BLUE SHIELD</b>									
102019	October 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			126.13
			Vendor <b>21961 - ANTHEM BLUE CROSS &amp; BLUE SHIELD</b> Totals				Invoices	1	<u>\$126.13</u>
Vendor <b>16479 - ANTHEM BLUE CROSS/BLUE SHIELD</b>									
102019	Oct 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			160.50
			Vendor <b>16479 - ANTHEM BLUE CROSS/BLUE SHIELD</b> Totals				Invoices	1	<u>\$160.50</u>
Vendor <b>8124 - BARNES &amp; NOBLE BOOKSELLERS</b>									
092019	Sep 2019 Employee Self Care Calendars	Edit		10/01/2019	10/01/2019	10/01/2019			765.77
			Vendor <b>8124 - BARNES &amp; NOBLE BOOKSELLERS</b> Totals				Invoices	1	<u>\$765.77</u>
Vendor <b>10948 - BISHOPS COURT ASSISTED LIVING</b>									
092019	September 2019 Placement	Edit		10/01/2019	10/01/2019	10/01/2019			6,000.00
			Vendor <b>10948 - BISHOPS COURT ASSISTED LIVING</b> Totals				Invoices	1	<u>\$6,000.00</u>
Vendor <b>7758 - BROWN COUNTY SHERIFF'S OFFICE</b>									
092019	September 2019 EM-1 Transportation Services	Edit		10/01/2019	10/01/2019	10/01/2019			1,073.30
			Vendor <b>7758 - BROWN COUNTY SHERIFF'S OFFICE</b> Totals				Invoices	1	<u>\$1,073.30</u>
Vendor <b>5929 - CDW GOVERNMENT INC</b>									
092019	September 2019 HS Office Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			66.01
			Vendor <b>5929 - CDW GOVERNMENT INC</b> Totals				Invoices	1	<u>\$66.01</u>
Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b>									
092019	September 2019 HS Cell Phones	Edit		10/01/2019	10/01/2019	10/01/2019			1,116.60

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		Vendor	<b>4818 - CELLCOM WISCONSIN RSA 10 Totals</b>				Invoices	1	\$1,116.60
Vendor	<b>6486 - CHARTER COMMUNICATIONS</b>								
102019	Sep 18,2019-Oct 17,2019 YCC Internet	Edit		10/01/2019	10/01/2019	10/01/2019			59.99
		Vendor	<b>6486 - CHARTER COMMUNICATIONS Totals</b>				Invoices	1	\$59.99
Vendor	<b>11280 - CITY OF STURGEON BAY PARKS DEP</b>								
092019-2	September 2019 Restitution Payment	Edit		10/01/2019	10/01/2019	10/01/2019			25.00
		Vendor	<b>11280 - CITY OF STURGEON BAY PARKS DEP Totals</b>				Invoices	1	\$25.00
Vendor	<b>10998 - COMMON GROUND HEALTHCARE</b>								
102019	October 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			119.66
		Vendor	<b>10998 - COMMON GROUND HEALTHCARE Totals</b>				Invoices	1	\$119.66
Vendor	<b>17122 - CORPORATE GUARDIANS OF NEW</b>								
082019-2	July/August 2019 Guardianship Services	Edit		10/01/2019	10/01/2019	10/01/2019			450.00
		Vendor	<b>17122 - CORPORATE GUARDIANS OF NEW Totals</b>				Invoices	1	\$450.00
Vendor	<b>22679 - CW FAMILY SOLUTIONS LLC</b>								
082019	August 2019 Supervised Visits	Edit		10/01/2019	10/01/2019	10/01/2019			1,712.00
		Vendor	<b>22679 - CW FAMILY SOLUTIONS LLC Totals</b>				Invoices	1	\$1,712.00
Vendor	<b>10997 - CYPRESS BENEFIT ADMINISTRATORS</b>								
102019	October 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			83.46
		Vendor	<b>10997 - CYPRESS BENEFIT ADMINISTRATORS Totals</b>				Invoices	1	\$83.46
Vendor	<b>5245 - DC PRINTING LLC</b>								
092019	Sep 2019 MH Focus Group Resource Cards	Edit		10/01/2019	10/01/2019	10/01/2019			253.00
		Vendor	<b>5245 - DC PRINTING LLC Totals</b>				Invoices	1	\$253.00
Vendor	<b>12499 - DOOR COUNTY CLERK OF COURTS</b>								
092019	September 2019 Restitution Payment	Edit		10/01/2019	10/01/2019	10/01/2019			20.00
		Vendor	<b>12499 - DOOR COUNTY CLERK OF COURTS Totals</b>				Invoices	1	\$20.00
Vendor	<b>1836 - DOOR COUNTY YMCA</b>								
102019	Oct 2019-Sep 2020 Membership Fees	Edit		10/01/2019	10/01/2019	10/01/2019			180.00
		Vendor	<b>1836 - DOOR COUNTY YMCA Totals</b>				Invoices	1	\$180.00
Vendor	<b>17534 - [REDACTED]</b>								

Door County

**Accounts Payable Invoice Report**

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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
092019	Sep 2019 Reim for Hoarding Project Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			322.27
			Vendor <b>17534</b> - [REDACTED]	Totals			Invoices	1	\$322.27
Vendor <b>10124</b>	<b>ELDER INNOVATIONS, LLC</b>								
092019	September/October 2019 CBRF	Edit		10/01/2019	10/01/2019	10/01/2019			5,142.91
			Vendor <b>10124</b> - <b>ELDER INNOVATIONS, LLC</b>	Totals			Invoices	1	\$5,142.91
Vendor <b>21171</b>	<b>EMERALD SHORES ASSISTED LIVING</b>								
102019	October 2019 CBRF Room & Board	Edit		10/01/2019	10/01/2019	10/01/2019			4,500.00
			Vendor <b>21171</b> - <b>EMERALD SHORES ASSISTED LIVING</b>	Totals			Invoices	1	\$4,500.00
Vendor <b>7906</b>	<b>FORWARD HEALTH</b>								
102019	October 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			2,857.96
			Vendor <b>7906</b> - <b>FORWARD HEALTH</b>	Totals			Invoices	1	\$2,857.96
Vendor <b>8657</b>	<b>FW CONSULTING-DHFS, LLC</b>								
082019	July/August 2019 Respite	Edit		10/01/2019	10/01/2019	10/01/2019			1,055.90
			Vendor <b>8657</b> - <b>FW CONSULTING-DHFS, LLC</b>	Totals			Invoices	1	\$1,055.90
Vendor <b>9948</b>	<b>HAKER COUNSELING LLC</b>								
092019	Sep 17-27,2019 AODA Services 31hrs	Edit		10/01/2019	10/01/2019	10/01/2019			1,054.00
			Vendor <b>9948</b> - <b>HAKER COUNSELING LLC</b>	Totals			Invoices	1	\$1,054.00
Vendor <b>20961</b>	[REDACTED]								
092019	September 2019 Emp Mileage Reim 226mi	Edit		10/01/2019	10/01/2019	10/01/2019			131.08
			Vendor <b>20961</b> - [REDACTED]	Totals			Invoices	1	\$131.08
Vendor <b>22837</b>	<b>JAY LIVINGSTON</b>								
092019	Sep 2019 CCS Contracted Services/OWI Assessments	Edit		10/01/2019	10/01/2019	10/01/2019			971.25
			Vendor <b>22837</b> - <b>JAY LIVINGSTON</b>	Totals			Invoices	1	\$971.25
Vendor <b>14317</b>	<b>KALAHARI RESORT &amp; CONVENTION C</b>								
092019	Sep 2019 Lodging for WJCIA Conference	Edit		10/01/2019	10/01/2019	10/01/2019			246.00
			Vendor <b>14317</b> - <b>KALAHARI RESORT &amp; CONVENTION C</b>	Totals			Invoices	1	\$246.00
Vendor <b>12614</b>	[REDACTED]								
082019	August 2019 Emp Mileage Reim 110mi	Edit		10/01/2019	10/01/2019	10/01/2019			63.80
			Vendor <b>12614</b> - [REDACTED]	Totals			Invoices	1	\$63.80



Door County

**Accounts Payable Invoice Report**

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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 <b>11008 - [REDACTED]</b> 102019	Oct 2019 Refund for 7/19/17 DOS	Edit		10/01/2019	10/01/2019	10/01/2019			35.00
			Vendor <b>11008 - [REDACTED]</b>	Totals		Invoices	1		\$35.00
Vendor <b>17200 - LAKESHORE CAP, INC.</b> 082019	August 2019 CSP Tech/Peer Specialist	Edit		10/01/2019	10/01/2019	10/01/2019			647.50
			Vendor <b>17200 - LAKESHORE CAP, INC.</b>	Totals		Invoices	1		\$647.50
Vendor <b>10407 - LOCUMTENENS.COM LLC</b> 082019-2	August 26-September 5,2019 Psych Services	Edit		10/01/2019	10/01/2019	10/01/2019			11,506.16
			Vendor <b>10407 - LOCUMTENENS.COM LLC</b>	Totals		Invoices	1		\$11,506.16
Vendor <b>10718 - MHS HEALTH WISCONSIN</b> 102019	October 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			333.88
			Vendor <b>10718 - MHS HEALTH WISCONSIN</b>	Totals		Invoices	1		\$333.88
Vendor <b>8169 - MICHAEL P SAYERS PHD</b> 092019	September 2019 Psych Services 36hrs	Edit		10/01/2019	10/01/2019	10/01/2019			2,565.00
			Vendor <b>8169 - MICHAEL P SAYERS PHD</b>	Totals		Invoices	1		\$2,565.00
Vendor <b>11004 - MOLINA HEALTHCARE OF WI</b> 102019	October 2019 Refunds	Edit		10/01/2019	10/01/2019	10/01/2019			1,992.56
			Vendor <b>11004 - MOLINA HEALTHCARE OF WI</b>	Totals		Invoices	1		\$1,992.56
Vendor <b>9986 - MOSAIC WEIGHTED BLANKETS LLC</b> 092019-2	September 2019 Weighted Blankets	Edit		10/01/2019	10/01/2019	10/01/2019			339.92
			Vendor <b>9986 - MOSAIC WEIGHTED BLANKETS LLC</b>	Totals		Invoices	1		\$339.92
Vendor <b>10986 - NCS PEARSON INC</b> 062019	June 2019 Connors Assessment Order	Edit		10/01/2019	10/01/2019	10/01/2019			150.00
			Vendor <b>10986 - NCS PEARSON INC</b>	Totals		Invoices	1		\$150.00
Vendor <b>10999 - NETWORK HEALTH</b> 102019	Oct 2019 Refund for 3/28/18 DOS (ET)	Edit		10/01/2019	10/01/2019	10/01/2019			68.48
			Vendor <b>10999 - NETWORK HEALTH</b>	Totals		Invoices	1		\$68.48
Vendor <b>8999 - NIGHTENGALE MOTEL</b> 092019	Sep 2019 Hotel Stay (4 weeks)	Edit		10/01/2019	10/01/2019	10/01/2019			580.00
			Vendor <b>8999 - NIGHTENGALE MOTEL</b>	Totals		Invoices	1		\$580.00

Door County

**Accounts Payable Invoice Report**

G/L Date Range 10/01/19 - 10/01/19

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 <b>22645 - NORTHERN DOOR CHILD CARE CENTE</b> 082019	June-August 2019 Childcare Services	Edit		10/01/2019	10/01/2019	10/01/2019			1,100.00	
Vendor <b>22645 - NORTHERN DOOR CHILD CARE CENTE</b> Totals								Invoices	1	<u>\$1,100.00</u>
Vendor <b>22666 - P.A.T.H. OF DOOR COUNTY</b> 102019	October 2019 YCC Rent	Edit		10/01/2019	10/01/2019	10/01/2019			638.00	
Vendor <b>22666 - P.A.T.H. OF DOOR COUNTY</b> Totals								Invoices	1	<u>\$638.00</u>
Vendor <b>13684 - PESI LLC</b> 092019	Sep 19 Reg for Psychopharmacology Online Course	Edit		10/01/2019	10/01/2019	10/01/2019			199.99	
Vendor <b>13684 - PESI LLC</b> Totals								Invoices	1	<u>\$199.99</u>
Vendor <b>12533 - PREVEA HEALTH OCCUPATIONAL HEALTH</b> 082019	July/August 2019 Drug Screens	Edit		10/01/2019	10/01/2019	10/01/2019			557.90	
Vendor <b>12533 - PREVEA HEALTH OCCUPATIONAL HEALTH</b> Totals								Invoices	1	<u>\$557.90</u>
Vendor <b>5008 - PROFESSIONAL GUARDIANSHIPS INC</b> 102019	Oct 2019 Refund for 5/18/17 DOS (LW)	Edit		10/01/2019	10/01/2019	10/01/2019			42.80	
Vendor <b>5008 - PROFESSIONAL GUARDIANSHIPS INC</b> Totals								Invoices	1	<u>\$42.80</u>
Vendor <b>15069 - STAPLES ADVANTAGE</b> 092019	September 2019 HS Office Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			752.16	
Vendor <b>15069 - STAPLES ADVANTAGE</b> Totals								Invoices	1	<u>\$752.16</u>
Vendor <b>22555 - [REDACTED]</b> 092019	Aug/Sep 2019 Emp Mileage/Meal Reim	Edit		10/01/2019	10/01/2019	10/01/2019			125.42	
Vendor <b>22555 - [REDACTED]</b> Totals								Invoices	1	<u>\$125.42</u>
Vendor <b>17638 - TREMPPEALEAU CNTY HEALTH CARE</b> 082019	August 2019 IMD Services/Ancillary Charges	Edit		10/01/2019	10/01/2019	10/01/2019			10,438.59	
Vendor <b>17638 - TREMPPEALEAU CNTY HEALTH CARE</b> Totals								Invoices	1	<u>\$10,438.59</u>
Vendor <b>11012 - UMR</b> 102019	Oct 2019 Refunds for 5/11/17-3/28/18 DOS (ES)	Edit		10/01/2019	10/01/2019	10/01/2019			815.00	
Vendor <b>11012 - UMR</b> Totals								Invoices	1	<u>\$815.00</u>
Vendor <b>15734 - UW GREEN BAY OUTREACH-CPE</b>										

Door County

**Accounts Payable Invoice Report**

G/L Date Range 10/01/19 - 10/01/19

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
032020	March 2020 Ethics & Boundaries Conf Reg Fee	Edit		10/01/2019	10/01/2019	10/01/2019			198.00
			Vendor <b>15734 - UW GREEN BAY OUTREACH-CPE</b>	Totals			Invoices	1	\$198.00
Vendor <b>9740 - WILDERNESS RESORT/CONVENTION CENTER</b>									
112019	Nov 2019 Lodging for CCF Conference	Edit		10/01/2019	10/01/2019	10/01/2019			164.00
			Vendor <b>9740 - WILDERNESS RESORT/CONVENTION CENTER</b>	Totals			Invoices	1	\$164.00
				Grand Totals			Invoices	51	\$62,692.18

### 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

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**Approved by: Department Head:**  


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

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

↓ This Area to be Completed by Finance Department ↓ →

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

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
204	23				SUBMITTED FOR PAYMENT, BATCH #2019-00000459- 2019 Health & Human Services vouchers to date. September processing		\$ 57,806.59		various - as attached	
<b>VOUCHER TOTAL</b>							→	<b>\$ 57,806.59</b>	←	<b>VOUCHER TOTAL</b>

Door County

A Dec, 2<sup>nd</sup> Batch, Sept. 2019**Accounts Payable Invoice Report**G/L Date Range 09/13/19 - 09/13/19  
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
Department <b>23 - HS Resource Center</b>									
Batch Number <b>2019-0000459</b>		Batch Date 09/13/2019			Entered by User Robin Mark				
Vendor <b>16735 - ABBY VANS INC</b>									
Sub-Department <b>23 HS Resource Center</b>									
16735 AUG2019	AUG 2019 D2D TAXI	Edit		09/13/2019	09/13/2019	09/13/2019			45,536.05
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>16735 - ABBY VANS INC</b> Totals						Invoices	1		<u>\$45,536.05</u>
Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b>									
Sub-Department <b>23 HS Resource Center</b>									
13325 AUG 2019	AUG 2019 HOMEMAKER/HOMECARE/RSP	Edit		09/13/2019	09/13/2019	09/13/2019			472.30
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>13325 - ADVOCATES-INDEPENDENT LIVINGII</b> Totals						Invoices	1		<u>\$472.30</u>
Vendor <b>257 - BROTHERS DAIRY</b>									
Sub-Department <b>23 HS Resource Center</b>									
257 SEP 2019	SEP 2019 RAW FOOD	Edit		09/13/2019	09/13/2019	09/13/2019			256.50
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>257 - BROTHERS DAIRY</b> Totals						Invoices	1		<u>\$256.50</u>
Vendor <b>18153 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
18153 OCT 2019	OCT 2019 MENU REVIEW/NEWSLETTER PREP	Edit		09/13/2019	09/13/2019	09/13/2019			67.50
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>18153 - [REDACTED]</b> Totals						Invoices	1		<u>\$67.50</u>
Vendor <b>19077 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
19077 SEPT 2019	SEP 2019 CAREGIVER SUPPORT GROUP	Edit		09/13/2019	09/13/2019	09/13/2019			43.75
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>19077 - [REDACTED]</b> Totals						Invoices	1		<u>\$43.75</u>
Vendor <b>26890 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
26890 AUG 2019	282 AUG MEALSITE MILEAGE REIMB	Edit		09/13/2019	09/13/2019	09/13/2019			163.56
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>26890 - [REDACTED]</b> Totals						Invoices	1		<u>\$163.56</u>
Vendor <b>39472 - DOOR COUNTY YMCA</b>									

Door County

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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
Sub-Department 39472	<b>23 HS Resource Center</b> 2019 HEALTHY LIVING FAIR REGISTRATION	Edit		09/13/2019	09/13/2019	09/13/2019			25.00
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0
	Vendor <b>39472 - DOOR COUNTY YMCA</b> Totals					Invoices	1		<u>\$25.00</u>
Vendor <b>16496 - DOOR-TRAN</b>									
Sub-Department 16496	<b>23 HS Resource Center</b> AUG 2019 STAFF HOURS/BACKGROUND CHECK	Edit		09/13/2019	09/13/2019	09/13/2019			759.00
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0
	Vendor <b>16496 - DOOR-TRAN</b> Totals					Invoices	1		<u>\$759.00</u>
Vendor <b>9674 - ECONO FOODS</b>									
Sub-Department 9674	<b>23 HS Resource Center</b> SEP 2019 RAW FOOD	Edit		09/13/2019	09/13/2019	09/13/2019			447.52
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0
	Vendor <b>9674 - ECONO FOODS</b> Totals					Invoices	1		<u>\$447.52</u>
Vendor <b>10937 - [REDACTED]</b>									
Sub-Department 10937	<b>23 HS Resource Center</b> SEP ENTERTAINMENT	Edit		09/13/2019	09/13/2019	09/13/2019			350.00
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0
	Vendor <b>10937 - [REDACTED]</b> Totals					Invoices	1		<u>\$350.00</u>
Vendor <b>17474 - [REDACTED]</b>									
Sub-Department 17474	<b>23 HS Resource Center</b> 28 AUG 2019 MOW MILEAGE REIMB	Edit		09/13/2019	09/13/2019	09/13/2019			16.24
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0
	Vendor <b>17474 - [REDACTED]</b> Totals					Invoices	1		<u>\$16.24</u>
Vendor <b>27395 - GOOD SAMARITAN, SCANDIA VILLAGE</b>									
Sub-Department 27395	<b>23 HS Resource Center</b> AUG 2019 MOW	Edit		09/13/2019	09/13/2019	09/13/2019			604.00
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0
	Vendor <b>27395 - GOOD SAMARITAN, SCANDIA VILLAGE</b> Totals					Invoices	1		<u>\$604.00</u>
Vendor <b>22145 - GORDON FOOD SERVICE, INC</b>									
Sub-Department 22145	<b>23 HS Resource Center</b> SEP RAW FOOD/SALAD BAR/NUTRITIONAL SUPPLIES	Edit		09/13/2019	09/13/2019	09/13/2019			3,260.35
	Sub-Department <b>23 HS Resource Center</b> Totals					Invoices	1		0

Door County

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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	<b>22145 - GORDON FOOD SERVICE, INC</b>	Totals		Invoices	1		\$3,260.35
Vendor	<b>19650 - [REDACTED]</b>								
Sub-Department	<b>23 HS Resource Center</b>								
19650 AUG 2019	233.90 AUG 2019 EMPLOY MILEAGE REIMB	Edit		09/13/2019	09/13/2019	09/13/2019			135.67
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0
		Vendor	<b>19650 [REDACTED]</b>	Totals		Invoices	1		\$135.67
Vendor	<b>18103 - LIFELINE DEPARTMENT \ DCMH</b>								
Sub-Department	<b>23 HS Resource Center</b>								
18103 AUG 2019	AUG 2019 LIFELINE	Edit		09/13/2019	09/13/2019	09/13/2019			60.00
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0
		Vendor	<b>18103 - LIFELINE DEPARTMENT \ DCMH</b>	Totals		Invoices	1		\$60.00
Vendor	<b>18770 - MANNS STORE</b>								
Sub-Department	<b>23 HS Resource Center</b>								
18770 AUG 2019	AUG 2019 RAW FOOD	Edit		09/13/2019	09/13/2019	09/13/2019			580.21
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0
		Vendor	<b>18770 - MANNS STORE</b>	Totals		Invoices	1		\$580.21
Vendor	<b>6544 - MEAT PROCESSORS INC</b>								
Sub-Department	<b>23 HS Resource Center</b>								
6544 SEP 2019	SEP 2019 RAW FOOD	Edit		09/13/2019	09/13/2019	09/13/2019			83.80
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0
		Vendor	<b>6544 - MEAT PROCESSORS INC</b>	Totals		Invoices	1		\$83.80
Vendor	<b>4168 - [REDACTED]</b>								
Sub-Department	<b>23 HS Resource Center</b>								
4168 AUG 2019	31.4 AUG 2019 EMPLOY MILEAGE REIMB	Edit		09/13/2019	09/13/2019	09/13/2019			18.24
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0
		Vendor	<b>4168 [REDACTED]</b>	Totals		Invoices	1		\$18.24
Vendor	<b>20044 - [REDACTED]</b>								
Sub-Department	<b>23 HS Resource Center</b>								
20044 AUG 2019	72 AUG EMPLOY MILEAGE REIMB	Edit		09/13/2019	09/13/2019	09/13/2019			41.76
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0
		Vendor	<b>20044 [REDACTED]</b>	Totals		Invoices	1		\$41.76
Vendor	<b>7694 - SPECIALIZED SERVICES LLC</b>								
Sub-Department	<b>23 HS Resource Center</b>								
7694 AUG 2019	AUG 2019 RSP-RP	Edit		09/13/2019	09/13/2019	09/13/2019			72.73
		Sub-Department	<b>23 HS Resource Center</b>	Totals		Invoices	1		0

Door County

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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	<b>7694 - SPECIALIZED SERVICES LLC Totals</b>			Invoices	1	\$72.73
Vendor <b>15069 - STAPLES ADVANTAGE</b>									
Sub-Department <b>23 HS Resource Center</b>									
15069	AUG 2019B		AUG OFFICE SUPPLIES	09/13/2019	09/13/2019	09/13/2019			115.89
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0
			Vendor	<b>15069 - STAPLES ADVANTAGE Totals</b>			Invoices	1	\$115.89
Vendor <b>30820 - STURGEON BAY UTILITIES</b>									
Sub-Department <b>23 HS Resource Center</b>									
30820	AUG 2019		AUG 2019 UTILITIES	09/13/2019	09/13/2019	09/13/2019			3,083.64
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0
			Vendor	<b>30820 - STURGEON BAY UTILITIES Totals</b>			Invoices	1	\$3,083.64
Vendor <b>10942 - TIP TOP CLEANERS</b>									
Sub-Department <b>23 HS Resource Center</b>									
10942	AUG2019		AUG 2019 LAUNDRY/KITCHEN	09/13/2019	09/13/2019	09/13/2019			177.75
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0
			Vendor	<b>10942 - TIP TOP CLEANERS Totals</b>			Invoices	1	\$177.75
Vendor <b>33170 - TOWN OF LIBERTY GROVE</b>									
Sub-Department <b>23 HS Resource Center</b>									
33170	AUG 2019		AUG 2019 MEALSITE-13 DAYS @ \$9/DAY	09/13/2019	09/13/2019	09/13/2019			117.00
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0
			Vendor	<b>33170 - TOWN OF LIBERTY GROVE Totals</b>			Invoices	1	\$117.00
Vendor <b>33570 - TOWN OF WASHINGTON</b>									
Sub-Department <b>23 HS Resource Center</b>									
33570	AUG2019		AUG 2019 MEALSITE-5 DAYS @ \$8/DAY	09/13/2019	09/13/2019	09/13/2019			40.00
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0
			Vendor	<b>33570 - TOWN OF WASHINGTON Totals</b>			Invoices	1	\$40.00
Vendor <b>22599 - TWEAK SOCIAL MEDIA &amp; MARKETING</b>									
Sub-Department <b>23 HS Resource Center</b>									
22599	AUG 2019		JUL/AUG ADRC MKTG	09/13/2019	09/13/2019	09/13/2019			882.42
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0
			Vendor	<b>22599 - TWEAK SOCIAL MEDIA &amp; MARKETING Totals</b>			Invoices	1	\$882.42
Vendor <b>20955 - UNITED HOME HEALTH SERVICES,LLC</b>									
Sub-Department <b>23 HS Resource Center</b>									
20955	AUG2019B		AUG 2019 RSP-KE	09/13/2019	09/13/2019	09/13/2019			124.68
			Sub-Department	<b>23 HS Resource Center Totals</b>			Invoices	1	0



Door County

**Accounts Payable Invoice Report**

G/L Date Range 09/13/19 - 09/13/19  
 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 <b>20955 - UNITED HOME HEALTH SERVICES,LLC</b> Totals						Invoices	1		\$124.68
Vendor <b>36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b>									
Sub-Department <b>23 HS Resource Center</b>									
36120 SEP 2019	SEP NUTRITIONAL SUPPLIES/JANITORIAL SUPPLIES	Edit		09/13/2019	09/13/2019	09/13/2019			126.53
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b> Totals						Invoices	1		\$126.53
Vendor <b>36270 - WASHINGTON ISLAND FERRY LINE I</b>									
Sub-Department <b>23 HS Resource Center</b>									
36270 AUG 2019	AUG FERRY-JF	Edit		09/13/2019	09/13/2019	09/13/2019			39.50
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>36270 - WASHINGTON ISLAND FERRY LINE I</b> Totals						Invoices	1		\$39.50
Vendor <b>6359 - WIL KIL PEST CONTROL</b>									
Sub-Department <b>23 HS Resource Center</b>									
6359 AUG2019	AUG 2019 PEST CONTROL	Edit		09/13/2019	09/13/2019	09/13/2019			105.00
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>6359 - WIL KIL PEST CONTROL</b> Totals						Invoices	1		\$105.00
Batch Number <b>2019-00000459</b> Totals						Invoices	30		\$57,806.59
Department <b>23 - HS Resource Center</b> Totals						Invoices	30		\$57,806.59
<b>23 HS Resource Center</b>									
Grand Totals						Invoices	30		\$57,806.59

**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\_\_\_\_\_

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**Approved by: Department Head:**  
  
*Cori McGarland*

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

Added to Voucher Listing

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

↓ This Area to be Completed by Finance Department ↓ →

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

Fund	Dept	Sub Dept	Account Number	Detail	Description	@ Cost/Ea	Total Amount	Invoice Date	Vendor Invoice Number	
204	23				SUBMITTED FOR PAYMENT, BATCH #2019-00000487- 2019 Health & Human Services vouchers to date. October processing		\$ 8,657.38		various - as attached	
<b>VOUCHER TOTAL</b> →							\$ 8,657.38	← <b>VOUCHER TOTAL</b>		

Door County

## Accounts Payable Invoice Report

G/L Date Range 10/01/19 - 10/01/19

Report By Department - Batch - Vendor - Invoice  
Summary Listing

ADRC, OCT. 2019, 1st batch

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Department <b>23 - HS Resource Center</b>									
Batch Number <b>2019-0000487</b>		Batch Date 09/27/2019			Entered by User Robin Mark				
Vendor <b>8383 - AMAZON CAPITAL SERVICES, INC</b>									
Sub-Department <b>23 HS Resource Center</b>									
1H3G-FYHM-T961	LOGITECH PRESENTERS	Edit		10/01/2019	10/01/2019	10/01/2019			97.56
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>8383 - AMAZON CAPITAL SERVICES, INC</b> Totals						Invoices	1		<u>\$97.56</u>
Vendor <b>15999 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
15999 SEP2019	48.60 SEP EMPLY MILEAGE REIMB	Edit		10/01/2019	10/01/2019	10/01/2019			28.18
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>15999 - [REDACTED]</b> Totals						Invoices	1		<u>\$28.18</u>
Vendor <b>257 - BROTHERS DAIRY</b>									
Sub-Department <b>23 HS Resource Center</b>									
257 SEP 2019B	SEP 2019 RAW FOOD	Edit		10/01/2019	10/01/2019	10/01/2019			432.50
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>257 - BROTHERS DAIRY</b> Totals						Invoices	1		<u>\$432.50</u>
Vendor <b>18153 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
18153 SEP 2019	OCT MENU REVIEW/NEWSLETTER/NUTRI PRGM/WI MEAL SITE REVIEW	Edit		10/01/2019	10/01/2019	10/01/2019			367.50
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>18153 - [REDACTED]</b> Totals						Invoices	1		<u>\$367.50</u>
Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b>									
Sub-Department <b>23 HS Resource Center</b>									
4818 SEP 2019	SEP CELL SVC (09/06-10/05)	Edit		10/01/2019	10/01/2019	10/01/2019			89.50
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>4818 - CELLCOM WISCONSIN RSA 10</b> Totals						Invoices	1		<u>\$89.50</u>
Vendor <b>26890 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
26890 SEP 2019	284 SEP MEALSITE MILEAGE REIMB-LG	Edit		10/01/2019	10/01/2019	10/01/2019			164.72
Sub-Department <b>23 HS Resource Center</b> Totals						Invoices	1		0
Vendor <b>26890 - [REDACTED]</b> Totals						Invoices	1		<u>\$164.72</u>
Vendor <b>9674 - ECONO FOODS</b>									

Door County

**Accounts Payable Invoice Report**

G/L Date Range 10/01/19 - 10/01/19  
 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									
9674 SEP2019 B	SEP 2019 RAW FOOD/ACTIVITIES/SALAD BAR/MISC	Edit		10/01/2019	10/01/2019	10/01/2019			563.37
			Sub-Department 23 HS Resource Center Totals			Invoices	1		0
			Vendor 9674 - ECONO FOODS Totals			Invoices	1		<u>\$563.37</u>
Vendor 15904 - GANNETT WISCONSIN MEDIA									
Sub-Department 23 HS Resource Center									
15904 ADRC 2019	ANNUAL NEWSPAPER SUBSCRIPTION	Edit		10/01/2019	10/01/2019	10/01/2019			56.35
			Sub-Department 23 HS Resource Center Totals			Invoices	1		0
			Vendor 15904 - GANNETT WISCONSIN MEDIA Totals			Invoices	1		<u>\$56.35</u>
Vendor 22145 - GORDON FOOD SERVICE, INC									
Sub-Department 23 HS Resource Center									
22145 SEP 2019	SEP 2019 RAW FOOD/NUTRIT SUPP/JAN SUPP/SALAD BAR/BREW GAME/COFFE	Edit		10/01/2019	10/01/2019	10/01/2019			5,206.49
			Sub-Department 23 HS Resource Center Totals			Invoices	1		0
			Vendor 22145 - GORDON FOOD SERVICE, INC Totals			Invoices	1		<u>\$5,206.49</u>
Vendor 9818 - [REDACTED]									
Sub-Department 23 HS Resource Center									
9818 OCT 2019	OCT 2019 ENTERTAINMENT	Edit		10/01/2019	10/01/2019	10/01/2019			50.00
			Sub-Department 23 HS Resource Center Totals			Invoices	1		0
			Vendor 9818 - [REDACTED] Totals			Invoices	1		<u>\$50.00</u>
Vendor 17338 - INNOVATIVE PRINTING LLC									
Sub-Department 23 HS Resource Center									
27318 ADRC 0919	ADRC BROCHURES	Edit		10/01/2019	10/01/2019	10/01/2019			804.00
			Sub-Department 23 HS Resource Center Totals			Invoices	1		0
			Vendor 17338 - INNOVATIVE PRINTING LLC Totals			Invoices	1		<u>\$804.00</u>
Vendor 20934 - [REDACTED]									
Sub-Department 23 HS Resource Center									
20934 AUG2019	83 AUG 2019 EMPLY MILEAGE REIMB	Edit		10/01/2019	10/01/2019	10/01/2019			48.14
			Sub-Department 23 HS Resource Center Totals			Invoices	1		0
			Vendor 20934 - [REDACTED] Totals			Invoices	1		<u>\$48.14</u>
Vendor 15069 - STAPLES ADVANTAGE									

Door County

# Accounts Payable Invoice Report

G/L Date Range 10/01/19 - 10/01/19  
 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 <b>23 HS Resource Center</b>									
15069 SEP 2019	SEP SUPPLIES	Edit		10/01/2019	10/01/2019	10/01/2019			242.52
						Sub-Department <b>23 HS Resource Center</b> Totals	Invoices	1	0
						Vendor <b>15069 - STAPLES ADVANTAGE</b> Totals	Invoices	1	<u>\$242.52</u>
Vendor <b>374 - [REDACTED]</b>									
Sub-Department <b>23 HS Resource Center</b>									
374 SEP 2019	22 SEP MOW MILEAGE REIMB	Edit		10/01/2019	10/01/2019	10/01/2019			12.76
						Sub-Department <b>23 HS Resource Center</b> Totals	Invoices	1	0
						Vendor <b>374 - [REDACTED]</b> Totals	Invoices	1	<u>\$12.76</u>
Vendor <b>20955 - UNITED HOME HEALTH SERVICES,LLC</b>									
Sub-Department <b>23 HS Resource Center</b>									
20955 SEP 2019	SEP 2019 RSP-KE	Edit		10/01/2019	10/01/2019	10/01/2019			83.12
						Sub-Department <b>23 HS Resource Center</b> Totals	Invoices	1	0
						Vendor <b>20955 - UNITED HOME HEALTH SERVICES,LLC</b> Totals	Invoices	1	<u>\$83.12</u>
Vendor <b>36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b>									
Sub-Department <b>23 HS Resource Center</b>									
36120 SEP 2019B	SEP 2019 NUTRITIONAL SUPPLIES/JANITORIAL SUPPLIES	Edit		10/01/2019	10/01/2019	10/01/2019			410.67
						Sub-Department <b>23 HS Resource Center</b> Totals	Invoices	1	0
						Vendor <b>36120 - WARNER-WEXEL WHOLESALE &amp; POOL</b> Totals	Invoices	1	<u>\$410.67</u>
						Batch Number <b>2019-00000487</b> Totals	Invoices	16	<u>\$8,657.38</u>
						Department <b>23 - HS Resource Center</b> Totals	Invoices	16	<u>\$8,657.38</u>
<b>23 HS Resource Center</b>									
						Grand Totals	Invoices	16	<u><u>\$8,657.38</u></u>



Door County

**Accounts Payable Invoice Report**

Invoice Date Range 09/13/19 - 09/13/19

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 <b>8584 - HENRY SCHEIN</b>									
082019-2	August 2019 Flu Vaccine	Edit		09/13/2019	09/13/2019	09/13/2019			1,589.23
			Vendor <b>8584 - HENRY SCHEIN</b> Totals			Invoices	1		\$1,589.23
Vendor <b>19598 - [REDACTED]</b>									
082019	August 2019 Emp Training Mileage Reim 218mi	Edit		09/13/2019	09/13/2019	09/13/2019			126.44
			Vendor <b>19598 - [REDACTED]</b> Totals			Invoices	1		\$126.44
Vendor <b>7173 - LAMP RECYCLERS INC</b>									
082019	August 2019 Biohazard Waste Pickup/Boxes	Edit		09/13/2019	09/13/2019	09/13/2019			485.63
			Vendor <b>7173 - LAMP RECYCLERS INC</b> Totals			Invoices	1		\$485.63
Vendor <b>7754 - LAU'S AUTO CARE CENTER</b>									
082019	August 2019 PH Van Maintenance	Edit		09/13/2019	09/13/2019	09/13/2019			49.95
			Vendor <b>7754 - LAU'S AUTO CARE CENTER</b> Totals			Invoices	1		\$49.95
Vendor <b>12488 - MCKESSON MEDICAL SURGICAL</b>									
082019-2	August 2019 Flu Vaccine	Edit		09/13/2019	09/13/2019	09/13/2019			185.79
			Vendor <b>12488 - MCKESSON MEDICAL SURGICAL</b> Totals			Invoices	1		\$185.79
Vendor <b>10959 - PARROT FILMS CO</b>									
082019	August 2019 Local Ads	Edit		09/13/2019	09/13/2019	09/13/2019			498.00
			Vendor <b>10959 - PARROT FILMS CO</b> Totals			Invoices	1		\$498.00
Vendor <b>15069 - STAPLES ADVANTAGE</b>									
082019-4	August 2019 PH Supplies/Credits	Edit		09/13/2019	09/13/2019	09/13/2019			27.63
			Vendor <b>15069 - STAPLES ADVANTAGE</b> Totals			Invoices	1		\$27.63
Vendor <b>19656 - WI ASSOC FOR PERINATAL CARE</b>									
082019	August 2019 MCH Simple Things Tear Pads	Edit		09/13/2019	09/13/2019	09/13/2019			30.80
			Vendor <b>19656 - WI ASSOC FOR PERINATAL CARE</b> Totals			Invoices	1		\$30.80
			Grand Totals			Invoices	8		\$2,993.47





Door County

**Accounts Payable Invoice Report**

G/L Date Range 10/01/19 - 10/01/19

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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	
<b>Vendor 10994 - CARDINAL HEALTH 110, LLC</b>										
092019	September 2019 PH Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			649.66	
	Vendor 10994 - CARDINAL HEALTH 110, LLC Totals							Invoices	1	<u>\$649.66</u>
<b>Vendor 4818 - CELLCOM WISCONSIN RSA 10</b>										
092019-2	September 2019 PH Cell Phones	Edit		10/01/2019	10/01/2019	10/01/2019			232.38	
	Vendor 4818 - CELLCOM WISCONSIN RSA 10 Totals							Invoices	1	<u>\$232.38</u>
<b>Vendor 1836 - DOOR COUNTY YMCA</b>										
102019-2	Oct 2019 Comm Healthy Living Fair Rental Fee	Edit		10/01/2019	10/01/2019	10/01/2019			25.00	
	Vendor 1836 - DOOR COUNTY YMCA Totals							Invoices	1	<u>\$25.00</u>
<b>Vendor 8553 - IMELDA DELCHAMBRE</b>										
082019-2	August 2019 WIC Interpreter Services	Edit		10/01/2019	10/01/2019	10/01/2019			130.00	
	Vendor 8553 - IMELDA DELCHAMBRE Totals							Invoices	1	<u>\$130.00</u>
<b>Vendor 14606 - LANGUAGE LINE SERVICES</b>										
082019-2	August 2019 PH Interpreter Services 56min	Edit		10/01/2019	10/01/2019	10/01/2019			83.29	
	Vendor 14606 - LANGUAGE LINE SERVICES Totals							Invoices	1	<u>\$83.29</u>
<b>Vendor 21163 - MANITOWOC COUNTY HEALTH DEPT</b>										
092019	Sep 2019 Radon Test Kits (10)	Edit		10/01/2019	10/01/2019	10/01/2019			60.00	
	Vendor 21163 - MANITOWOC COUNTY HEALTH DEPT Totals							Invoices	1	<u>\$60.00</u>
<b>Vendor 12488 - MCKESSON MEDICAL SURGICAL</b>										
082019-3	Aug/Sep 2019 WIC/PH Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			1,477.27	
	Vendor 12488 - MCKESSON MEDICAL SURGICAL Totals							Invoices	1	<u>\$1,477.27</u>
<b>Vendor 22590 - NEUCHTER PRODUCTIONS LLC</b>										
092019	Sep 2019 Breastfeeding Counseling Services 28hrs	Edit		10/01/2019	10/01/2019	10/01/2019			700.00	
	Vendor 22590 - NEUCHTER PRODUCTIONS LLC Totals							Invoices	1	<u>\$700.00</u>
<b>Vendor 17204 - PLAYSCAPES</b>										
092019	Sep 2019 PH Waiting Room Activity	Edit		10/01/2019	10/01/2019	10/01/2019			389.85	
	Vendor 17204 - PLAYSCAPES Totals							Invoices	1	<u>\$389.85</u>
<b>Vendor 15069 - STAPLES ADVANTAGE</b>										
092019-2	September 2019 PH Supplies	Edit		10/01/2019	10/01/2019	10/01/2019			107.87	
	Vendor 15069 - STAPLES ADVANTAGE Totals							Invoices	1	<u>\$107.87</u>
<b>Vendor 9740 - WILDERNESS RESORT/CONVENTION CENTER</b>										

Door County

**Accounts Payable Invoice Report**

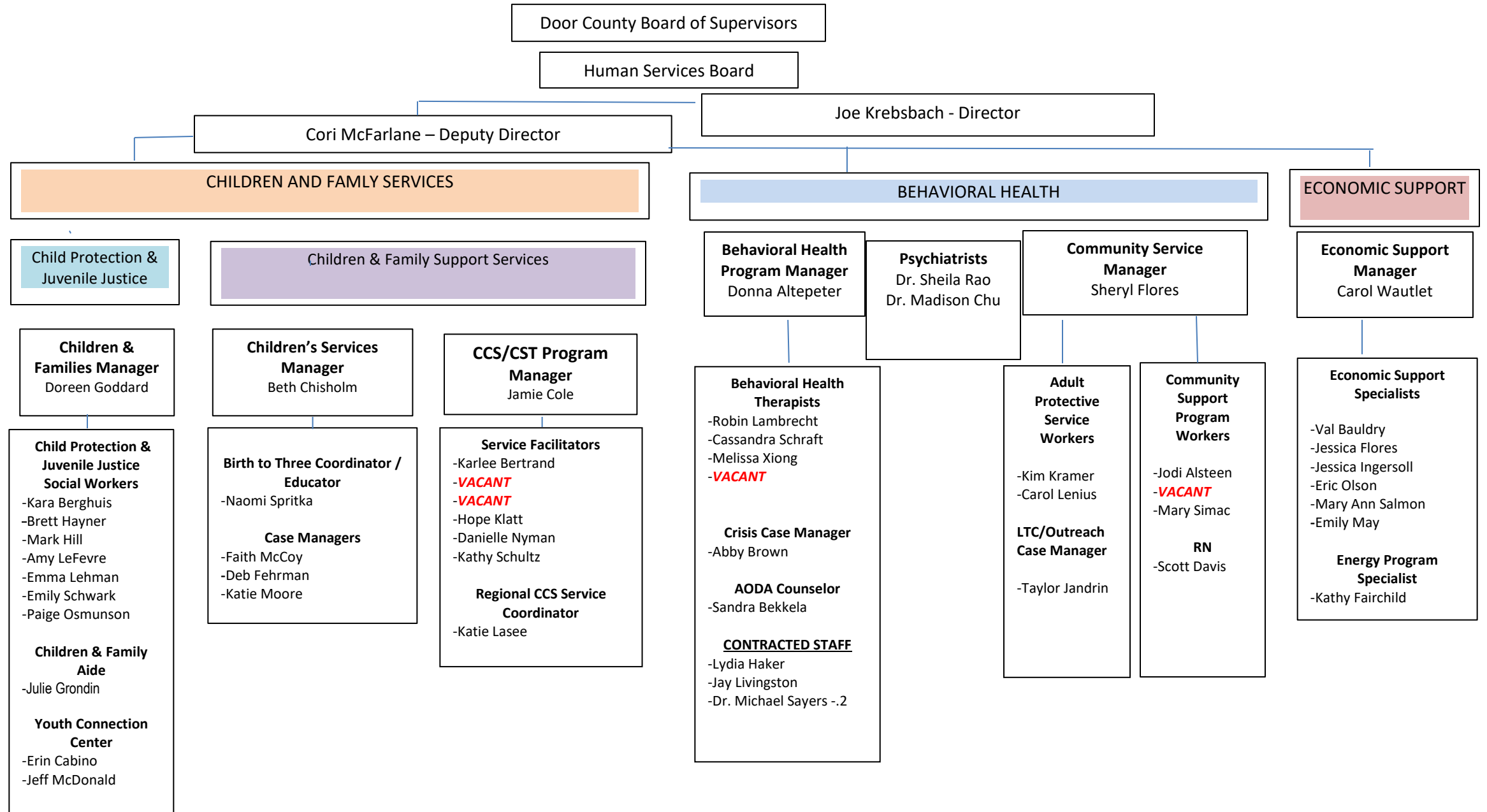
G/L Date Range 10/01/19 - 10/01/19

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
102019	Oct 2019 WI HCET Conference Lodging (RM)	Edit		10/01/2019	10/01/2019	10/01/2019			82.00
	Vendor <b>9740 - WILDERNESS RESORT/CONVENTION CENTER</b> Totals						Invoices	1	<u>\$82.00</u>
Vendor <b>38669 - WISCONSIN PUBLIC HEALTH ASSN</b>									
102019	Jan-Dec 2020 WPHA Membership Dues	Edit		10/01/2019	10/01/2019	10/01/2019			400.00
	Vendor <b>38669 - WISCONSIN PUBLIC HEALTH ASSN</b> Totals						Invoices	1	<u>\$400.00</u>
	Grand Totals						Invoices	12	<u><u>\$4,337.32</u></u>

DOOR COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES – **STAFFING**  
 Organization Chart 09.03.2019



DOOR COUNTY DEPARTMENT OF HUMAN SERVICES – STAFFING (continued)  
 Organization Chart 09.03.2019

