CHIPPEWA COUNTY

HEALTH & HUMAN SERVICES BOARD

REGULAR MEETING

JULY 20, 2023

CHIPPEWA COUNTY COURTHOUSE, RM 302

7:45 AM

1. CALL TO ORDER

The Health & Human Services Board meeting was called to order at 7:45 a.m. by Chair Kari Ives.

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Kari Ives	Chippewa County	District 21 (Chair)	Present	
Harold Steele	Chippewa County	District 2 (Vice-Chair)	Present	
James Ericksen	Chippewa County	District 8	Present	
Caden Berg	Chippewa County	District 13	Present	
Dean Mueller	Chippewa County	District 20	Present	
John Halbleib	Chippewa County	Citizen Rep	Present	
Nichole Wallsch	Chippewa County	Citizen Rep	Present	
Robert Bullwinkel	Chippewa County	Citizen Rep, MD	Excused	
Marcia Kyes	Chippewa County	Citizen Rep	Present	

Others Present: County Administrator Randy Scholz, Human Services Staff: Tim Easker, Pauline Spiegel, Paul Brenner, Kyra Secraw, Jordan Hallingstad, Jessica Barrickman, Allison Oliphant, Leslie Fijalkiewicz; Public Health Staff: Brittnay Fortuna, Sarah McQuillan, Nikki Hoernke

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

There were no members of the public wishing to be heard.

4. CONSENT AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Caden Berg, District 13
SECONDER:	John Halbleib, Citizen Rep
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

1. Approve the Agenda

2. Approve the Minutes

   Health & Human Services Board - Regular Meeting - Jun 15, 2023 7:45 AM

3. Schedule Next Meeting Date - August 17, 2023

5. BUSINESS ITEMS

1. Public Health 2024 Budget - Brittnay Fortuna/Sarah McQuillan
   The Public Health 2024 budget was reviewed and approved as presented to forward to the Chippewa County Administrator.

RESULT:	**FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]**
MOVER:	Caden Berg, District 13
SECONDER:	Marcia Kyes, Citizen Rep
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

2. Resolution to Create 2 CCS Social Worker Positions in DHS in 2024
   Human Services Director Tim Easker explained the purpose of this resolution to create two full-time social worker positions in the Recovery and Wellness Consortium Division of the Department of Human Services for 2024. These positions will provide intervention services for adults with mental health and/or substance use disorders through the Comprehensive Community Services (CCS) program. These positions are fully funded by the Medicaid program and require no additional Chippewa County funding. The resolution was approved as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Nichole Wallsch, Citizen Rep
SECONDER:	Caden Berg, District 13
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

3. Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS
   Human Services Director Tim Easker explained the purpose of this resolution to create two full-time social worker positions in the Children, Youth & Families Division (Children with Differing Abilities Unit) of the Department of Human Services for 2024. These positions will provide early intervention services for children with physical and development disabilities through the Children's Long Term Support (CLTS or "Waiver") program. These positions are fully funded by the Medicaid program and require no additional Chippewa County funding. The resolution was approved as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Halbleib, Citizen Rep
SECONDER:	Caden Berg, District 13
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

4. Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children
   Human Services Director Tim Easker explained the purpose of this resolution to create four full-time social worker positions in the Children, Youth & Families Division (Children with Differing Abilities Unit) of the Department of Human Services for 2024. These positions will provide intervention services for children with mental health and/or substance use disorders through the Comprehensive Community Services (CCS) program. These positions are fully funded by the Medicaid program and require no additional Chippewa County funding. Concerns were expressed regarding the need for four additional workers, but the resolution was approved as presented with a majority vote.

RESULT:	**APPROVED [7 TO 1]**
MOVER:	Marcia Kyes, Citizen Rep
SECONDER:	Caden Berg, District 13
AYES:	Ives, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
NAYS:	Steele
ABSENT:	Bullwinkel

5. Resolution to Create Accountant Position for the RWC

   Human Services Director Tim Easker explained the purpose of this resolution to create one accountant position providing fiscal support to the multi-county Recovery and Wellness Consortium (RWC) of the Department of Human Services for 2024. Chippewa County is the RWC lead county and provides the administrative and fiscal support for the multi-county consortium. This position is fully funded by the Medicaid program and requires no additional Chippewa County funding. The resolution was approved as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Halbleib, Citizen Rep
SECONDER:	Caden Berg, District 13
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

6. Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC

   Human Services Director Tim Easker explained the purpose of this resolution to create one Contract Management and Relations Coordinator position providing oversight, guidance, and training to the Recovery and Wellness Consortium (RWC) contracted providers for the Comprehensive Community Services (CCS) within the multi-county RWC of the Department of Human Services for 2024. Chippewa County is the RWC lead county and provides the administrative support for the multi-county consortium. This position is fully funded by the Medicaid program and requires no additional Chippewa County funding. The resolution was approved as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Nichole Wallsch, Citizen Rep
SECONDER:	Caden Berg, District 13
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

7. Resolution to Create Admin Assist III Position in DHS for the RWC

   Human Services Director Tim Easker explained the purpose of this resolution to create one Administrative Assistant position providing administrative support to the Recovery and Wellness Consortium (RWC) for the Comprehensive Community Services (CCS) within the multi-county RWC of the Department of Human Services for 2024. Chippewa County is the RWC lead county and provides the administrative support for the multi-county consortium. This position is fully funded by the Medicaid program and requires no additional Chippewa County funding. The resolution was approved as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Caden Berg, District 13
SECONDER:	Nichole Wallsch, Citizen Rep
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

8. Resolution to Create 2 Account Assistant Positions in DHS for the RWC
   Human Services Director Tim Easker explained the purpose of this resolution to create two Account Assistant positions to provide fiscal support to the Recovery and Wellness Consortium (RWC) for the Comprehensive Community Services (CCS) within the multi-county RWC of the Department of Human Services for 2024. Chippewa County is the RWC lead county and provides the administrative and fiscal support for the multi-county consortium. This position is fully funded by the Medicaid program and requires no additional Chippewa County funding. The resolution was approved as presented.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Nichole Wallsch, Citizen Rep
SECONDER:	Caden Berg, District 13
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

9. Human Services 2024 Budget - Paul Brenner/Tim Easker
   The Human Services 2024 budget was reviewed and approved as presented to forward to the Chippewa County Administrator.

RESULT:	**FORWARD BUDGET TO THE COUNTY ADMINISTRATOR [UNANIMOUS]**
MOVER:	Caden Berg, John Halbleib
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

6. REPORTS

1. Human Services Birth to Three Program Success Story - Allison Oliphant
   Human Services Birth to Three (B-3) Lead Worker Allison Oliphant shared the success story of a family with two special needs children receiving Birth to Three services. The mom wrote a touching story expressing gratitude to the B-3 Program for services, guidance, and support by the B-3 team. The family experiences many challenges, but they focus on the joys and positives.

2. Public Health Policy Practice People – Planning and Strategy Division – Nikki Hoernke
   Public Health Planning and Strategy Division Manager Nikki Hoernke provided information about the Community Health Assessment (CHA) and Community Health Needs Assessment (CHNA) that are done collaboratively every three years, and the survey will be conducted again this year (2023). These are required by Wisconsin State Statute for the purpose of developing and implementing local health plans to address health conditions affecting community residents. Board members asked to take survey and also share it with their contacts.

3. Public Health 2023-2026 Strategic Plan Update - Nikki Hoernke
   Public Health Planning and Strategy Division Manager Nikki Hoernke presented and reviewed the Public Health 2023-2026 Strategic Plan updates.

4. Human Services Director's Program and Financial Report - Tim Easker
   Human Services Director Tim Easker presented the Human Services Program and Financial Report. He highlighted several items from the written report: the Harm Reduction Conference, Day in the Life event, 2023 Children and Youth Out-of-Home placements data and dollars, adult mental health and AODA placements, IMD placement cost, and caseload data.

5. Public Health Director's Program and Financial Report – Brittnay Fortuna
   Public Health Director Brittnay Fortuna presented the Public Health Program and Financial Report. She highlighted several items from the written report: Administrative Division - gratitude for their "behind the scenes" work; Community Health Division - mosquito related illnesses, recent air quality issues, Thriving in Recovery Campaign, communicable disease; Environmental Health - new licensing period, TN water program; Nutrition Division - WIC campaigns at Farmers Market, Go Find Fun in the Sun summer activity challenge, Red Cross Blood Drive on July 26; Planning and Strategy - WISCONSIN WINS (keeping kids tobacco free; Western Regional Center (WRC) - global collaboration; years of service recognition. Additional update - The new WRC coordinator is no longer with Chippewa County.

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

8. ADJOURN

Meeting adjourned at 9:36 a.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 8
SECONDER:	Harold Steele, District 2 (Vice-Chair)
AYES:	Ives, Steele, Ericksen, Berg, Mueller, Halbleib, Wallsch, Kyes
ABSENT:	Bullwinkel

CHIPPEWA COUNTY

HEALTH & HUMAN SERVICES BOARD

REGULAR MEETING

JUNE 15, 2023

CHIPPEWA COUNTY COURTHOUSE, RM 302

7:45 AM

Minutes Acceptance: Minutes of Jun 15, 2023 7:45 AM (Consent Agenda)

1. CALL TO ORDER

The Health & Human Services Board meeting was called to order at 7:47 a.m. by Chair Kari Ives.

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Kari Ives	Chippewa County	District 21 (Chair)	Present	
Harold Steele	Chippewa County	District 2 (Vice-Chair)	Excused	
James Ericksen	Chippewa County	District 8	Present	
Caden Berg	Chippewa County	District 13	Excused	
Dean Mueller	Chippewa County	District 20	Present	
John Halbleib	Chippewa County	Citizen Rep	Present	
Nichole Wallsch	Chippewa County	Citizen Rep	Absent	
Robert Bullwinkel	Chippewa County	Citizen Rep, MD	Present	
Marcia Kyes	Chippewa County	Citizen Rep	Present	

Others Present: County Staff: Lori Zwiefelhofer; Human Services Staff: Tim Easker, Pauline Spiegel, Paul Brenner, Lisa Hudson, Caleb Johnson, Daniel Erickson; Public Health Staff: Brittnay Fortuna, Audra Knowlton, Sarah McQuillan, Allie Isaacson, student intern Lindy Derks

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

There were no members of the public wishing to be heard.

4. CONSENT AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Halbleib, Citizen Rep
SECONDER:	Marcia Kyes, Citizen Rep
AYES:	Ives, Ericksen, Mueller, Halbleib, Bullwinkel, Kyes
ABSENT:	Wallsch
EXCUSED:	Steele, Berg

1. Approve the Agenda
2. Approve the Minutes

   Health & Human Services Board - Regular Meeting - May 18, 2023 7:45 AM
3. Schedule Next Meeting Date - July 20, 2023

5. REPORTS

1. Minutes of Advisory Committees/Boards
   The minutes of the May 31, 2023 Public Health Professional Advisory Committee and May 11, 2023 ADRC Board meeting were presented for review.

2. Public Health Community Health Division Success Story - Community Health staff
   Public Health Manager Allie Isaacson presented how success has been achieved for youth through Healthy U, an education program using mindfulness practices to achieve better mental health outcomes. Two Public Health staff are trained in mindfulness coaching. It is offered in two schools - Cadott and Cornell. Survey data from teachers and students confirm a positive impact achieved overall. The ability to express feelings to others was higher after training. The goal is to offer it in other schools. This is an essential program, emphasizing the need for tools/resources to improve and support positive mental health in schools. It is funded in part through United Way.

3. Human Services Policy, Practice and People - Lisa Hudson
   The Community Support Program (CSP) representatives Lisa Hudson, Caleb Johnson, Daniel Erickson had shared a consumer success story in May. Today they provided deeper dive information about the program that helped this individual achieve success. Lisa provided an overview of CSP and her role as clinician. Caleb provided an overview of his role and responsibilities as service facilitator/case manager for CSP consumers to remain in the community as long as possible. Daniel Erickson (contracted through Milkweed Connections) described his role as certified peer support (walking through the storm) and recovery coaching (addiction) to CSP consumers. Daniel's position is currently funded by ARPA funds and Human Services is seeking new avenues to continue this essential position.

4. Public Health Director's Program and Financial Report – Brittnay Fortuna
   Public Health Director Brittnay Fortuna presented the Public Health Program and Financial Report. She highlighted several items from the written report:
   Administration: FSRL renewals, loan closet (wheelchairs only), budget; Community Health Division: Men's health month, tick season education/prevention, communicable disease; Environmental Health: beach water testing; Nutrition Division: gearing up for WIC in-person visits; Planning and Strategy Division: new staff have joined the team, annual accreditation report submitted for review; and years of service recognition.

5. Human Services Director's Program and Financial Report – Tim Easker
   Human Services Director Tim Easker presented the Human Services Program and Financial Report. Easker highlighted several items from the written report:
   Increasing IMD costs, 980 Committee update, budget and 2024 new staff proposed positions, bed bug infestation at ADRC, caseload data - cases and placements decreasing but not costs because provider costs are increasing, financial data, and new Child Protective Services staff.

6. BUSINESS ITEMS

1. Human Services 2024 Financial User Fees - Paul Brenner
   Human Services Senior Fiscal Manager Paul Brenner presented information on 2024 consumer fees for Human Services. The Human Services consumer fees for 2024 were approved as presented with one correction: the Children with Differing Abilities Services daily respite fee is $102.82 - $304.50.

Minutes Acceptance: Minutes of Jun 15, 2023 7:45 AM (Consent Agenda)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 8
SECONDER:	Dean Mueller, District 20
AYES:	Ives, Ericksen, Mueller, Halbleib, Bullwinkel, Kyes
ABSENT:	Wallsch
EXCUSED:	Steele, Berg

2. Human Services 2024 Opioid Fund Request - Tim Easker

Human Services Director Tim Easker presented the opioid fund request to secure funding for continuation of the certified peer specialist position that is contracted through Milkweed Connections and is essential in supporting consumers in the Recovery and Wellness Consortium's Community Support Program (CSP). The opioid fund request was approved as presented and forwarded to the County Administrator.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Marcia Kyes, Citizen Rep
SECONDER:	John Halbleib, Citizen Rep
AYES:	Ives, Ericksen, Mueller, Halbleib, Bullwinkel, Kyes
ABSENT:	Wallsch
EXCUSED:	Steele, Berg

3. Public Health 2024 Opioid Fund Request - Brittnay Fortuna

Public Health Director Brittnay Fortuna presented the opioid fund request to secure funding for continuation of the program that addresses overdose fatalities by continuing efforts toward harm reduction and education through collaboration with community partners. The opioid fund request was approved as presented and forwarded to the County Administrator.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 8
SECONDER:	Dean Mueller, District 20
AYES:	Ives, Ericksen, Mueller, Halbleib, Bullwinkel, Kyes
ABSENT:	Wallsch
EXCUSED:	Steele, Berg

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

8. ADJOURN

Meeting adjourned at 8:52 a.m.

Minutes Acceptance: Minutes of Jun 15, 2023 7:45 AM (Consent Agenda)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	James Ericksen, District 8
SECONDER:	Dean Mueller, District 20
AYES:	Ives, Ericksen, Mueller, Halbleib, Bullwinkel, Kyes
ABSENT:	Wallsch
EXCUSED:	Steele, Berg

Minutes Acceptance: Minutes of Jun 15, 2023 7:45 AM (Consent Agenda)

STATEMENT OF EXPLANATION
PUBLIC HEALTH 2024 BUDGET - BRITTNAY FORTUNA/SARAH MCQUILLAN

The 2024 budget for the Department of Public Health will be presented for review and approval to forward to the County Administrator for final review and approval.

Chippewa County Public Health Department

Budget 2024

CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

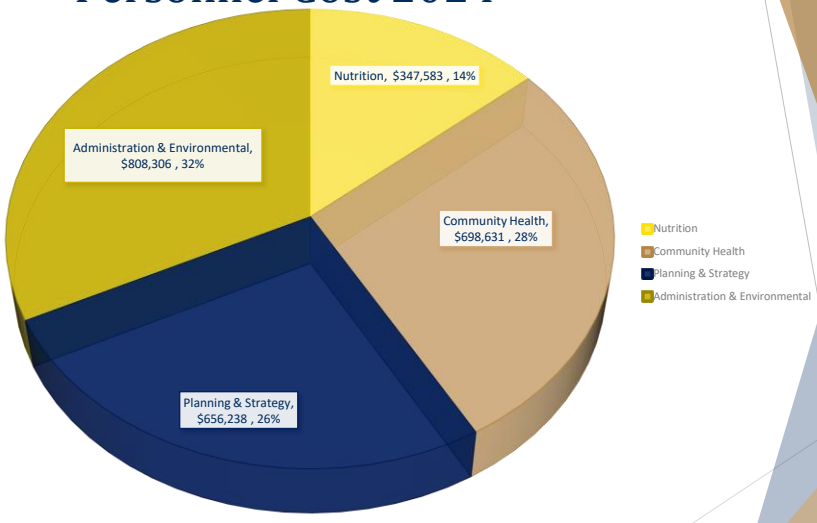
Public Health Draft Budget 2024

- Total tax levy for 2023 was $808,860 and total tax levy for 2024 will increase to $983,860 an increase of $175,000.
- The total budget for 2024 is $3,115,086.

CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Attachment: Budget PowerPoint 2024 (7816 : Public Health 2024 Budget - Brittnay Fortuna/Sarah McQuillan)

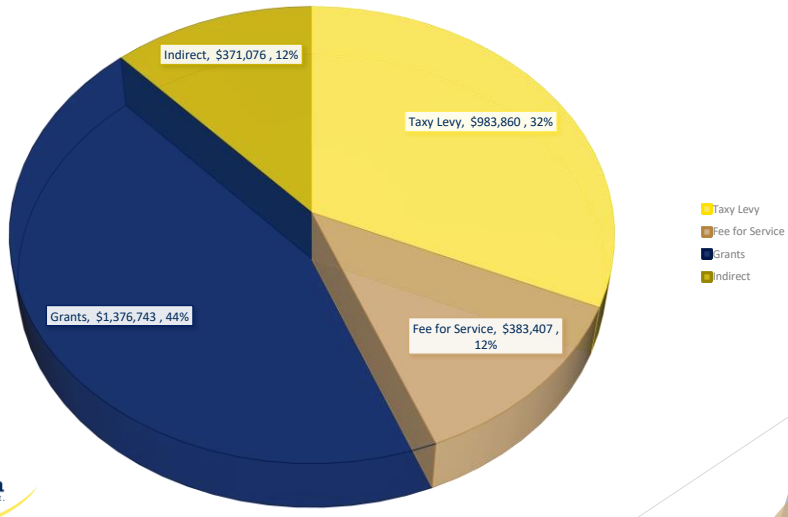
Personnel Cost 2024



CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Total Personnel Costs $2,510,758; which is 81% of Public Health Budget

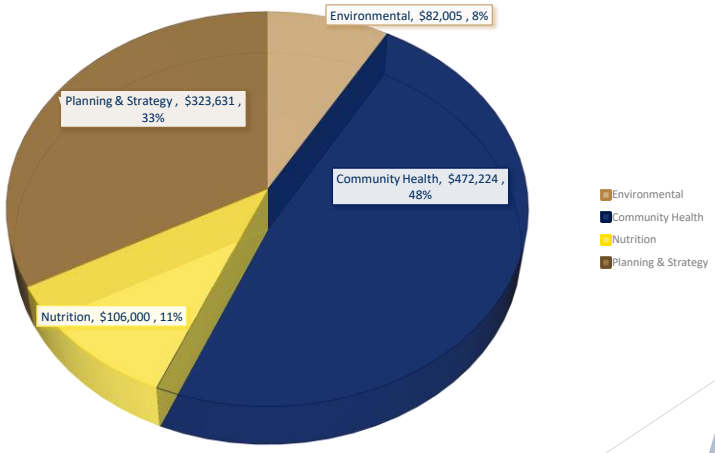
PH Revenue Sources 2024



CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Attachment: Budget PowerPoint 2024 (7816 : Public Health 2024 Budget - Brittnay Fortuna/Sarah McQuillan)

Tax Levy by Division 2024



CHIPPEWA COUNTY
Public Health
Prevent. Promote. Protect.

Community Health Division

- In 2023, we did a reorganization of some of the Community Health staff. Previously, Planning & Promotion Specialists, the Drug Free Community Coordinator, and Epidemiologist were under Community Health. Those staff were shifted to the Planning and Strategy Division with the reorganization.
- Tax levy that previously supported those positions shifted to the Planning & Strategy Division.
- Previously awarded COVID dollars will expire in 2024. Have budgeted accordingly.

CHIPPEWA COUNTY
Public Health
Prevent. Promote. Protect.

Attachment: Budget PowerPoint 2024 (7816 : Public Health 2024 Budget - Brittnay Fortuna/Sarah McQuillan)

Environmental Health Division

- We are continuing work on getting our water lab set up. The equipment has been purchased.
- New cost center set up for Transient Well Program.
- The Food Safety and Recreational Licensing (FSRL) program has seen an increase in licenses for tourist rooming houses along with an increase in change in ownership applications.

CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Nutrition Division

- WIC (Women, Infants, and Children) visits will resume in-person starting in Fall 2023. We have budgeted accordingly for 2024.
- The Diabetes Grant, which was a 4-year, $15,000-a-year grant, was completed in 2023. The Nutrition Division is exploring new grant opportunities to offset the reduction in grant revenue from the expiration of the diabetes grant.
- The WIC grant has seen a decrease in funding in the past year, we are trying to increase our WIC caseload to secure additional funding.

CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Attachment: Budget PowerPoint 2024 (7816 : Public Health 2024 Budget - Brittnay Fortuna/Sarah McQuillan)

Planning & Strategy Division

- We created a Planning & Strategy Division in 2023 to realign to fit the needs of the Department.
- As mentioned previously, some staff shifted from Community Health Division to the new Planning and Strategy Division. The Western Regional Center employees are now also under Planning & Strategy.
- We are seeing an increase in Birth to 3, CCS and waiver referrals. This has resulted in an increase in hours being billed to the DHS contract.
- We did not put any tax levy into the Western Regional Center (WRC), as all services are grant funded.
- In 2023, with the realignment of Divisions, we created a Program Coordinator position that is grant funded.

CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Concerns and Looking Forward

- With many staff changes in 2023, we are focusing on team building, engagement and retention.
- We continue to seek new grants to meet community needs (Mental Health, Alcohol Misuse, Chronic Disease, Drug Use and Obesity), which are the top community health priorities for Chippewa County based on our Community Health Needs Assessment.

CHIPPEWA COUNTY Public Health Prevent. Promote. Protect.

Attachment: Budget PowerPoint 2024 (7816 : Public Health 2024 Budget - Brittnay Fortuna/Sarah McQuillan)

Extended Budgeting

Budget Summary Justification

CHIPPEWA COUNTY

User: smcquillan
Printed: 7/6/2023 - 3:44 PM
Budget Type: DH Requested
Revision: 1
Current Actual YTD: 06/30/23

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request
PRELIMINARY							
Account # 100-68-54100	**Community Health**						
465142	Program Revenues	9,950.00	8,434.89	9,950.00	4,300.00	9,950.00	7,700.00
474600	Indirect Cost Allocation Rev	39,161.00	56,277.65	55,659.00	30,416.11	55,659.00	54,955.00
485000	Donations & Contributions	0.00	855.67	0.00	14,562.32	9,062.00	0.00
	Total revenue without property tax:	**49,111.00**	**65,568.21**	**65,609.00**	**49,278.43**	**74,671.00**	**62,655.00**
411100	General Property Taxes	657,379.00	657,379.00	673,025.00	673,025.00	673,025.00	453,894.00
	Total revenue with property tax:	**706,490.00**	**722,947.21**	**738,634.00**	**722,303.43**	**747,696.00**	**516,549.00**
511100	Salaries and Wages	332,830.00	254,466.05	349,160.00	134,806.08	284,000.00	238,825.00
511200	Overtime	0.00	56.74	0.00	0.00	0.00	0.00
515000	Fringe Benefits	61,680.00	44,152.80	64,780.00	22,465.46	46,000.00	44,194.00
515400	Health Insurance Benefit	125,197.00	89,252.48	123,989.00	41,961.98	89,500.00	79,849.00
521200	Contracted Services	0.00	13,547.55	9,519.00	273.75	9,519.00	50.00
521237	Interpreter Services	300.00	392.84	300.00	169.51	300.00	400.00
522300	Cell Phone Costs	540.00	392.96	0.00	44.41	0.00	0.00
531000	Office Supplies	240.00	1,296.42	240.00	14.99	240.00	300.00
531100	Postage	0.00	256.18	350.00	61.70	350.00	300.00
531200	Copies/Printing	16.00	15.75	41.00	1.70	41.00	50.00
531400	Equipment < $5,000	4,500.00	2,308.34	4,500.00	5,669.49	4,500.00	7,246.00
531500	Maintenance/Service Agreements	7,000.00	2,655.61	600.00	0.00	600.00	1,040.00
532200	Public Education/Materials	1,000.00	3,884.58	1,000.00	1,092.85	1,000.00	1,500.00
532400	Memberships & Dues	0.00	170.00	0.00	55.00	55.00	0.00
532600	Advertising	0.00	20.00	0.00	0.00	0.00	0.00
533000	Mileage/Travel	1,500.00	809.88	1,500.00	321.73	1,500.00	1,500.00
533500	Conventions & Meetings	750.00	1,418.26	750.00	23.62	750.00	1,500.00
534200	Medical Supplies	0.00	818.34	0.00	0.00	0.00	500.00
551900	Insurance Allocation	0.00	0.00	0.00	0.00	850.00	0.00
579101	Charities Expended	0.00	855.67	0.00	13,870.57	9,062.00	0.00
595200	AMSO Expenditure Transfer	131,776.00	93,385.40	126,246.00	51,651.45	103,000.00	84,340.00
598000	Indirect Cost Allocation	39,161.00	56,277.65	55,659.00	30,416.11	55,659.00	54,955.00

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 100-68-54100 Community Health								
	Total expense:	**706,490.00**	**566,433.50**	**738,634.00**	**302,900.40**	**606,926.00**	**516,549.00**	
	Revenue - Expense:	**0.00**	**156,513.71**	**0.00**	**419,403.03**	**140,770.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 100-68-54100 Community Health			
411100	**General Property Taxes**		
	Tax Levy 2023	673,025.00	
	Transfer Tax Levy to Planning & Strategy	-219,131.00	
		Total 411100 General Property Taxes:	453,894.00
465142	**Program Revenues**		
	DOT Grant for Car Seats	2,400.00	
	Communicable Disease Grant	5,300.00	
		Total 465142 Program Revenues:	7,700.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	54,955.00	
		Total 474600 Indirect Cost Allocation Rev:	54,955.00
		Total revenue:	**516,549.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	238,825.00	
		Total 511100 Salaries and Wages:	238,825.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	44,194.00	
		Total 515000 Fringe Benefits:	44,194.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	79,849.00	
		Total 515400 Health Insurance Benefit:	79,849.00
521200	**Contracted Services**		
	Background Checks	50.00	
		Total 521200 Contracted Services:	50.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	400.00	
		Total 521237 Interpreter Services:	400.00

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 100-68-54100 Community Health			
531000	**Office Supplies**		
	Per Historical Usage	300.00	
		Total 531000 Office Supplies:	300.00
531100	**Postage**		
	Per Historical Usage	300.00	
		Total 531100 Postage:	300.00
531200	**Copies/Printing**		
	Per Historical Usage	50.00	
		Total 531200 Copies/Printing:	50.00
531400	**Equipment < $5,000**		
	Per Historical Usage Car Seat Purchases	4,500.00	
	Per Historical Usage	500.00	
	Equipment needs with computer replacement	2,246.00	
		Total 531400 Equipment < $5,000:	7,246.00
531500	**Maintenance/Service Agreements**		
	Twilio	600.00	
	Scale Calibration	440.00	
		Total 531500 Maintenance/Service Agreements:	1,040.00
532200	**Public Education/Materials**		
	Per Historical Usage	1,500.00	
		Total 532200 Public Education/Materials:	1,500.00
533000	**Mileage/Travel**		
	Per Historical Usage	1,500.00	
		Total 533000 Mileage/Travel:	1,500.00
533500	**Conventions & Meetings**		
	Per Historical Usage	1,500.00	
		Total 533500 Conventions & Meetings:	1,500.00
534200	**Medical Supplies**		

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 100-68-54100 Community Health			
	Per Historical Usage	500.00	
		Total 534200 Medical Supplies:	500.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	84,340.00	
		Total 595200 AMSO Expenditure Transfer:	84,340.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	54,955.00	
		Total 598000 Indirect Cost Allocation:	54,955.00
		Total expense:	**516,549.00**
		Total Account # 100-68-54100 Community Health Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 100-68-54111 Public Health - Administration								
511100	Salaries and Wages	254,427.00	233,246.08	250,343.00	137,407.40	250,343.00	273,749.00	
511200	Overtime	0.00	10.84	0.00	0.00	0.00	0.00	
514100	Per Diem/Mileage - Committee	900.00	0.00	900.00	0.00	900.00	900.00	
515000	Fringe Benefits	47,214.00	41,414.48	46,505.00	22,024.24	46,505.00	50,681.00	
515400	Health Insurance Benefit	98,715.00	87,807.53	93,073.00	43,487.42	93,073.00	97,235.00	
521200	Contracted Services	1,000.00	10.00	0.00	685.23	0.00	0.00	
521300	Accounting & Auditing Services	2,000.00	2,192.70	2,000.00	740.00	2,000.00	2,760.00	
522300	Cell Phone Costs	240.00	248.15	240.00	100.00	240.00	240.00	
522500	Telephone	3,450.00	3,435.78	3,450.00	2,227.26	3,450.00	3,750.00	
531000	Office Supplies	1,600.00	646.73	1,600.00	347.57	1,600.00	1,600.00	
531100	Postage	1,500.00	825.84	600.00	517.36	600.00	1,201.00	
531200	Copies/Printing	5,000.00	2,172.24	5,000.00	1,828.40	5,000.00	4,000.00	
531400	Equipment < $5,000	250.00	358.86	250.00	0.00	250.00	350.00	
531500	Maintenance/Service Agreements	36,095.00	35,096.38	33,594.00	34,663.48	34,664.00	33,654.00	
532200	Public Education/Materials	2,000.00	0.00	2,000.00	0.00	2,000.00	1,000.00	
532400	Memberships & Dues	1,260.00	1,345.00	1,320.00	560.00	1,320.00	1,345.00	
533000	Mileage/Travel	300.00	77.44	300.00	12.67	300.00	300.00	
533500	Conventions & Meetings	3,900.00	533.49	3,900.00	390.00	3,900.00	3,900.00	
551900	Insurance Allocation	8,875.00	8,444.54	8,875.00	0.00	8,875.00	8,875.00	
553300	Leased Equipment - Principal	0.00	1,801.69	0.00	0.00	0.00	0.00	
562200	Interest - Leases	0.00	127.50	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	-468,726.00	-419,795.27	-453,950.00	-200,970.42	-453,950.00	-485,540.00	
	Total expense:	**0.00**	**0.00**	**0.00**	**44,020.61**	**1,070.00**	**0.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-44,020.61**	**-1,070.00**	**0.00**	

Submitted by:

Department/Division Head

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 100-68-54111 Public Health - Administration			
511100	**Salaries and Wages**		
	Per Personnel Cost Report	273,749.00	
		Total 511100 Salaries and Wages:	273,749.00
514100	**Per Diem/Mileage - Committee**		
	Per Historical Usage	900.00	
		Total 514100 Per Diem/Mileage - Committee:	900.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	50,681.00	
		Total 515000 Fringe Benefits:	50,681.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	97,235.00	
		Total 515400 Health Insurance Benefit:	97,235.00
521300	**Accounting & Auditing Services**		
	Annual Audit Allocation	2,760.00	
		Total 521300 Accounting & Auditing Services:	2,760.00
522300	**Cell Phone Costs**		
	One Cell Phone Allowance	240.00	
		Total 522300 Cell Phone Costs:	240.00
522500	**Telephone**		
	Charter Monthly Charges	2,700.00	
	Marco Annual Maintenance	1,050.00	
		Total 522500 Telephone:	3,750.00
531000	**Office Supplies**		
	Per Historical Usage	800.00	
	Strategic Planning Teams (4 x $200)	800.00	
		Total 531000 Office Supplies:	1,600.00
531100	**Postage**		
	Per Historical Usage	1,201.00	

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PRELIMINARY

Account # 100-68-54111 Public Health - Administration

Account Number	Description	Amount	Total
		Total 531100 Postage:	1,201.00
531200	**Copies/Printing**		
	Per Historical Usage	4,000.00	
		Total 531200 Copies/Printing:	4,000.00
531400	**Equipment < $5,000**		
	Per Historical Usage	350.00	
		Total 531400 Equipment < $5,000:	350.00
531500	**Maintenance/Service Agreements**		
	RMM Encryption Fees	3,100.00	
	CHAMP Annual Fees	24,714.00	
	Accreditation	5,600.00	
	Intraydyn	240.00	
		Total 531500 Maintenance/Service Agreements:	33,654.00
532200	**Public Education/Materials**		
	Per Historical Usage	1,000.00	
		Total 532200 Public Education/Materials:	1,000.00
532400	**Memberships & Dues**		
	WALDHAB	510.00	
	WPHA	300.00	
	NACCHO	535.00	
		Total 532400 Memberships & Dues:	1,345.00
533000	**Mileage/Travel**		
	Per Historical Usage	300.00	
		Total 533000 Mileage/Travel:	300.00
533500	**Conventions & Meetings**		
	Support Staff (3 x $200)	600.00	
	Board Members Attending WPHA	300.00	
	Funds to Support Strategic Plan Initiatives	2,000.00	
	Director & Fiscal Manager	1,000.00	

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 100-68-54111 Public Health - Administration

		Total 533500 Conventions & Meetings:	3,900.00
551900	**Insurance Allocation**		
	Per Historical Usage	8,875.00	
		Total 551900 Insurance Allocation:	8,875.00
595200	**AMSO Expenditure Transfer**		
	AMSO Allocation	-485,540.00	
		Total 595200 AMSO Expenditure Transfer:	-485,540.00
		Total expense:	**0.00**
		Total Account # 100-68-54111 Public Health - Administration Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 100-68-54160 Home Health Care								
465101	Home Nursing Revenue	0.00	-651.43	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**0.00**	**-651.43**	**0.00**	**0.00**	**0.00**	**0.00**	
515000	Fringe Benefits	0.00	871.46	0.00	0.00	0.00	0.00	
	Total expense:	**0.00**	**871.46**	**0.00**	**0.00**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**-1,522.89**	**0.00**	**0.00**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 100-68-54161 Health Clinics								
465111	Health Clinic Revenue	33,000.00	22,939.73	28,000.00	1,836.78	28,000.00	30,000.00	
474600	Indirect Cost Allocation Rev	1,334.00	1,916.76	1,486.00	849.40	1,486.00	2,651.00	
	Total revenue without property tax:	**34,334.00**	**24,856.49**	**29,486.00**	**2,686.18**	**29,486.00**	**32,651.00**	
511100	Salaries and Wages	10,170.00	4,775.29	7,094.00	449.90	7,094.00	9,180.00	
515000	Fringe Benefits	1,889.00	690.58	1,327.00	83.66	1,327.00	1,698.00	
515400	Health Insurance Benefit	4,264.00	1,034.22	3,310.00	331.68	3,310.00	3,852.00	
521200	Contracted Services	900.00	1,562.28	1,320.00	513.39	1,320.00	1,356.00	
531000	Office Supplies	50.00	0.00	50.00	0.00	50.00	50.00	
531400	Equipment < $5,000	0.00	255.20	0.00	1,759.75	1,760.00	200.00	
531500	Maintenance/Service Agreements	0.00	0.00	0.00	688.00	688.00	0.00	
532600	Advertising	65.00	0.00	66.00	0.00	66.00	40.00	
533000	Mileage/Travel	230.00	71.64	250.00	1.06	250.00	200.00	
534200	Medical Supplies	11,293.00	9,090.71	11,830.00	0.00	11,830.00	10,000.00	
595200	AMSO Expenditure Transfer	4,139.00	1,068.19	2,753.00	240.29	2,753.00	3,424.00	
598000	Indirect Cost Allocation	1,334.00	1,916.76	1,486.00	849.40	1,486.00	2,651.00	
	Total expense:	**34,334.00**	**20,464.87**	**29,486.00**	**4,917.13**	**31,934.00**	**32,651.00**	
	Revenue - Expense:	**0.00**	**4,391.62**	**0.00**	**-2,230.95**	**-2,448.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 100-68-54161 Health Clinics			
465111	**Health Clinic Revenue**		
	Fee for Service Revenue	30,000.00	
		Total 465111 Health Clinic Revenue:	30,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	2,651.00	
		Total 474600 Indirect Cost Allocation Rev:	2,651.00
		Total revenue:	**32,651.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	9,180.00	
		Total 511100 Salaries and Wages:	9,180.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	1,698.00	
		Total 515000 Fringe Benefits:	1,698.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	3,852.00	
		Total 515400 Health Insurance Benefit:	3,852.00
521200	**Contracted Services**		
	Stericycle - Sharps Disposal	936.00	
	Availity Subscription	420.00	
		Total 521200 Contracted Services:	1,356.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
531400	**Equipment < $5,000**		
	Per Historical Usage	200.00	
		Total 531400 Equipment < $5,000:	200.00
532600	**Advertising**		

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 100-68-54161 Health Clinics			
	Ads for Flu Clinics	40.00	
		Total 532600 Advertising:	40.00
533000	**Mileage/Travel**		
	Per Historical Usage	200.00	
		Total 533000 Mileage/Travel:	200.00
534200	**Medical Supplies**		
	Per Historical Usage	10,000.00	
		Total 534200 Medical Supplies:	10,000.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	3,424.00	
		Total 595200 AMSO Expenditure Transfer:	3,424.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	2,651.00	
		Total 598000 Indirect Cost Allocation:	2,651.00
		Total expense:	**32,651.00**
		Total Account # 100-68-54161 Health Clinics Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54121	**Nurse Family Partnership**							
435510	State Aid - Public Health	0.00	0.00	0.00	0.00	0.00	98,000.00	
465610	Other Revenues	98,000.00	75,768.88	98,000.00	36,080.84	103,966.00	0.00	
474600	Indirect Cost Allocation Rev	6,939.00	9,971.64	9,422.00	5,281.06	9,422.00	13,414.00	
492209	Transfer in - Special Revenue	0.00	15,922.98	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**104,939.00**	**101,663.50**	**107,422.00**	**41,361.90**	**113,388.00**	**111,414.00**	
411100	General Property Taxes	14,330.00	14,330.00	14,330.00	14,330.00	14,330.00	14,330.00	
	Total revenue with property tax:	**119,269.00**	**115,993.50**	**121,752.00**	**55,691.90**	**127,718.00**	**125,744.00**	
511100	Salaries and Wages	53,721.00	50,941.12	55,634.00	23,545.75	55,634.00	55,008.00	
515000	Fringe Benefits	9,969.00	9,099.28	10,332.00	4,279.94	10,332.00	10,194.00	
515400	Health Insurance Benefit	22,183.00	16,011.68	20,990.00	8,234.33	20,990.00	19,490.00	
521200	Contracted Services	0.00	10.00	0.00	0.00	0.00	0.00	
521237	Interpreter Services	200.00	3.60	200.00	0.00	200.00	50.00	
522300	Cell Phone Costs	0.00	8.15	0.00	0.00	0.00	0.00	
531000	Office Supplies	50.00	364.82	50.00	0.00	50.00	50.00	
532202	Community Outreach	2,750.00	8,987.41	3,034.00	12,173.09	9,000.00	6,500.00	
533000	Mileage/Travel	1,633.00	850.29	1,633.00	549.78	1,633.00	1,303.00	
533500	Conventions & Meetings	50.00	1,580.30	50.00	0.00	50.00	50.00	
595200	AMSO Expenditure Transfer	21,774.00	18,165.21	20,407.00	8,811.53	20,407.00	19,685.00	
598000	Indirect Cost Allocation	6,939.00	9,971.64	9,422.00	5,281.06	9,422.00	13,414.00	
	Total expense:	**119,269.00**	**115,993.50**	**121,752.00**	**62,875.48**	**127,718.00**	**125,744.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-7,183.58**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54121 Nurse Family Partnership			
411100	**General Property Taxes**		
	Tax Levy	14,330.00	
		Total 411100 General Property Taxes:	14,330.00
435510	**State Aid - Public Health**		
	Family Foundations Grant	64,000.00	
	United Way Grant	34,000.00	
		Total 435510 State Aid - Public Health:	98,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	13,414.00	
		Total 474600 Indirect Cost Allocation Rev:	13,414.00
		Total revenue:	**125,744.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	55,008.00	
		Total 511100 Salaries and Wages:	55,008.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	10,194.00	
		Total 515000 Fringe Benefits:	10,194.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	19,490.00	
		Total 515400 Health Insurance Benefit:	19,490.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	50.00	
		Total 521237 Interpreter Services:	50.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
532202	**Community Outreach**		

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54121 Nurse Family Partnership			
	Flex Funds for Clients - Requirement for Family Foundations Grant	6,500.00	
		Total 532202 Community Outreach:	6,500.00
533000	**Mileage/Travel**		
	Per Historical Usage	1,303.00	
		Total 533000 Mileage/Travel:	1,303.00
533500	**Conventions & Meetings**		
	Per Historical Usage	50.00	
		Total 533500 Conventions & Meetings:	50.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	19,685.00	
		Total 595200 AMSO Expenditure Transfer:	19,685.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	13,414.00	
		Total 598000 Indirect Cost Allocation:	13,414.00
		Total expense:	**125,744.00**
		Total Account # 204-68-54121 Nurse Family Partnership Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54123	**Farmers Market**							
435510	State Aid - Public Health	3,536.00	3,536.00	3,536.00	0.00	3,536.00	3,535.00	
474600	Indirect Cost Allocation Rev	335.00	481.98	977.00	558.25	977.00	726.00	
492209	Transfer in - Special Revenue	0.00	406.29	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**3,871.00**	**4,424.27**	**4,513.00**	**558.25**	**4,513.00**	**4,261.00**	
511100	Salaries and Wages	1,291.00	2,261.72	1,922.00	650.44	1,922.00	1,493.00	
515000	Fringe Benefits	239.00	381.00	353.00	116.11	353.00	274.00	
515400	Health Insurance Benefit	1,072.00	62.47	0.00	93.71	0.00	576.00	
531000	Office Supplies	9.00	0.00	8.00	0.00	8.00	0.00	
531100	Postage	250.00	528.97	700.00	177.77	700.00	590.00	
533000	Mileage/Travel	15.00	56.10	19.00	17.34	19.00	58.00	
595200	AMSO Expenditure Transfer	660.00	652.03	534.00	83.37	534.00	544.00	
598000	Indirect Cost Allocation	335.00	481.98	977.00	558.25	977.00	726.00	
	Total expense:	**3,871.00**	**4,424.27**	**4,513.00**	**1,696.99**	**4,513.00**	**4,261.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-1,138.74**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54123 Farmers Market			
435510	**State Aid - Public Health**		
	Grant	3,535.00	
		Total 435510 State Aid - Public Health:	3,535.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	726.00	
		Total 474600 Indirect Cost Allocation Rev:	726.00
		Total revenue:	**4,261.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	1,493.00	
		Total 511100 Salaries and Wages:	1,493.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	274.00	
		Total 515000 Fringe Benefits:	274.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	576.00	
		Total 515400 Health Insurance Benefit:	576.00
531100	**Postage**		
	Per Historical Usage	590.00	
		Total 531100 Postage:	590.00
533000	**Mileage/Travel**		
	Per Historical Usage	58.00	
		Total 533000 Mileage/Travel:	58.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	544.00	
		Total 595200 AMSO Expenditure Transfer:	544.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	726.00	

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54123 Farmers Market

	Total 598000 Indirect Cost Allocation:	726.00
	Total expense:	**4,261.00**
	Total Account # 204-68-54123 Farmers Market Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54125	**Prenatal Care Coordination**							
435510	State Aid - Public Health	60,000.00	31,361.09	60,000.00	5,422.61	60,000.00	60,000.00	
474600	Indirect Cost Allocation Rev	3,686.00	5,297.16	5,293.00	3,260.94	5,293.00	7,710.00	
	Total revenue without property tax:	**63,686.00**	**36,658.25**	**65,293.00**	**8,683.55**	**65,293.00**	**67,710.00**	
511100	Salaries and Wages	29,243.00	8,083.74	30,442.00	5,051.88	30,442.00	31,088.00	
515000	Fringe Benefits	5,427.00	1,457.35	5,660.00	919.72	5,660.00	5,760.00	
515400	Health Insurance Benefit	11,784.00	3,969.41	11,790.00	1,735.42	11,790.00	11,202.00	
521237	Interpreter Services	375.00	0.00	375.00	108.90	375.00	300.00	
522300	Cell Phone Costs	540.00	0.00	0.00	0.00	0.00	0.00	
531000	Office Supplies	20.00	0.00	20.00	0.00	20.00	20.00	
531500	Maintenance/Service Agreements	0.00	631.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	832.00	486.81	473.00	398.80	473.00	0.00	
533500	Conventions & Meetings	0.00	0.00	0.00	0.00	0.00	462.00	
592999	Transfer Out	0.00	13,398.60	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	11,779.00	3,334.18	11,240.00	1,662.26	11,240.00	11,168.00	
598000	Indirect Cost Allocation	3,686.00	5,297.16	5,293.00	3,260.94	5,293.00	7,710.00	
	Total expense:	**63,686.00**	**36,658.25**	**65,293.00**	**13,137.92**	**65,293.00**	**67,710.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-4,454.37**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54125 Prenatal Care Coordination			
435510	**State Aid - Public Health**		
	Fee-for-Service Medicaid	60,000.00	
		Total 435510 State Aid - Public Health:	60,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	7,710.00	
		Total 474600 Indirect Cost Allocation Rev:	7,710.00
		Total revenue:	**67,710.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	31,088.00	
		Total 511100 Salaries and Wages:	31,088.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	5,760.00	
		Total 515000 Fringe Benefits:	5,760.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	11,202.00	
		Total 515400 Health Insurance Benefit:	11,202.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	300.00	
		Total 521237 Interpreter Services:	300.00
531000	**Office Supplies**		
	Per Historical Usage	20.00	
		Total 531000 Office Supplies:	20.00
533500	**Conventions & Meetings**		
	Per Historical Usage	462.00	
		Total 533500 Conventions & Meetings:	462.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	11,168.00	

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54125 Prenatal Care Coordination

		Total 595200 AMSO Expenditure Transfer:	11,168.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	7,710.00	
		Total 598000 Indirect Cost Allocation:	7,710.00
		Total expense:	**67,710.00**
		Total Account # 204-68-54125 Prenatal Care Coordination Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54127 Healthy U								
435510	State Aid - Public Health	0.00	7,300.02	14,600.00	7,299.98	14,600.00	14,600.00	
474600	Indirect Cost Allocation Rev	0.00	0.00	851.00	486.25	851.00	1,083.00	
492209	Transfer In - Special Revenue	0.00	7,763.80	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**0.00**	**15,063.82**	**15,451.00**	**7,786.23**	**15,451.00**	**15,683.00**	
511100	Salaries and Wages	0.00	6,331.35	5,199.00	6,867.04	9,000.00	4,571.00	
515000	Fringe Benefits	0.00	1,120.89	965.00	1,220.75	1,670.00	845.00	
515400	Health Insurance Benefit	0.00	2,271.26	1,895.00	2,412.88	3,280.00	1,164.00	
521200	Contracted Services	0.00	0.00	0.00	0.00	0.00	5,000.00	
531000	Office Supplies	0.00	0.00	300.00	0.00	0.00	300.00	
531100	Postage	0.00	0.00	50.00	0.00	0.00	50.00	
532200	Public Education/Materials	0.00	0.00	540.00	35.39	50.00	540.00	
532600	Advertising	0.00	0.00	250.00	0.00	0.00	0.00	
533000	Mileage/Travel	0.00	19.71	600.00	441.44	600.00	600.00	
533500	Conventions & Meetings	0.00	2,765.00	2,910.00	0.00	1,000.00	0.00	
595200	AMSO Expenditure Transfer	0.00	2,555.61	1,891.00	2,364.99	4,000.00	1,530.00	
598000	Indirect Cost Allocation	0.00	0.00	851.00	486.25	851.00	1,083.00	
	Total expense:	**0.00**	**15,063.82**	**15,451.00**	**13,828.74**	**20,451.00**	**15,683.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-6,042.51**	**-5,000.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54127 Healthy U			
435510	**State Aid - Public Health**		
	United Way Grant	14,600.00	
		Total 435510 State Aid - Public Health:	14,600.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,083.00	
		Total 474600 Indirect Cost Allocation Rev:	1,083.00
		Total revenue:	**15,683.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	4,571.00	
		Total 511100 Salaries and Wages:	4,571.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	845.00	
		Total 515000 Fringe Benefits:	845.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	1,164.00	
		Total 515400 Health Insurance Benefit:	1,164.00
521200	**Contracted Services**		
	The Epic Company - Christy Langman	5,000.00	
		Total 521200 Contracted Services:	5,000.00
531000	**Office Supplies**		
	Per Historical Usage	300.00	
		Total 531000 Office Supplies:	300.00
531100	**Postage**		
	Per Historical Usage	50.00	
		Total 531100 Postage:	50.00
532200	**Public Education/Materials**		
	Per Historical Usage	540.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54127 Healthy U

		Total 532200 Public Education/Materials:	540.00
533000	**Mileage/Travel**		
	Per Historical Usage	600.00	
		Total 533000 Mileage/Travel:	600.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	1,530.00	
		Total 595200 AMSO Expenditure Transfer:	1,530.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,083.00	
		Total 598000 Indirect Cost Allocation:	1,083.00
		Total expense:	**15,683.00**
		Total Account # 204-68-54127 Healthy U Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54128 Public Health Preparedness								
435510	State Aid - Public Health	46,644.00	64,880.00	47,217.00	10,692.00	47,217.00	47,217.00	
474600	Indirect Cost Allocation Rev	2,544.00	3,656.28	3,500.00	2,000.40	3,500.00	5,172.00	
	Total revenue without property tax:	**49,188.00**	**68,536.28**	**50,717.00**	**12,692.40**	**50,717.00**	**52,389.00**	
511100	Salaries and Wages	21,001.00	25,657.20	21,261.00	6,816.57	21,261.00	21,496.00	
515000	Fringe Benefits	3,896.00	4,492.36	3,946.00	1,229.24	3,946.00	3,986.00	
515400	Health Insurance Benefit	8,134.00	9,378.61	7,796.00	2,685.92	7,796.00	7,515.00	
521200	Contracted Services	0.00	145.00	0.00	0.00	0.00	0.00	
522300	Cell Phone Costs	540.00	2,477.03	1,080.00	935.22	1,080.00	1,152.00	
531000	Office Supplies	50.00	598.00	130.00	0.00	130.00	130.00	
531100	Postage	0.00	142.00	20.00	0.00	20.00	20.00	
531200	Copies/Printing	15.00	0.00	0.00	0.00	0.00	0.00	
531400	Equipment < $5,000	455.00	7,023.84	756.00	0.00	756.00	755.00	
531500	Maintenance/Service Agreements	0.00	326.27	0.00	0.00	0.00	0.00	
532200	Public Education/Materials	0.00	1,351.40	0.00	0.00	0.00	0.00	
532600	Advertising	0.00	30.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	1,800.00	393.37	1,800.00	13.34	1,800.00	1,800.00	
533500	Conventions & Meetings	2,328.00	-407.27	2,328.00	83.76	2,328.00	2,338.00	
534200	Medical Supplies	50.00	981.75	355.00	0.00	355.00	355.00	
592999	Transfer Out	0.00	3,532.26	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	8,375.00	8,758.18	7,745.00	2,236.72	7,745.00	7,670.00	
598000	Indirect Cost Allocation	2,544.00	3,656.28	3,500.00	2,000.40	3,500.00	5,172.00	
	Total expense:	**49,188.00**	**68,536.28**	**50,717.00**	**16,001.17**	**50,717.00**	**52,389.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-3,308.77**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54128 Public Health Preparedness			
435510	**State Aid - Public Health**		
	Grant	47,217.00	
		Total 435510 State Aid - Public Health:	47,217.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	5,172.00	
		Total 474600 Indirect Cost Allocation Rev:	5,172.00
		Total revenue:	**52,389.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	21,496.00	
		Total 511100 Salaries and Wages:	21,496.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	3,986.00	
		Total 515000 Fringe Benefits:	3,986.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	7,515.00	
		Total 515400 Health Insurance Benefit:	7,515.00
522300	**Cell Phone Costs**		
	Two Cell Phones	1,152.00	
		Total 522300 Cell Phone Costs:	1,152.00
531000	**Office Supplies**		
	Per Historical Usage	130.00	
		Total 531000 Office Supplies:	130.00
531100	**Postage**		
	Per Historical Usage	20.00	
		Total 531100 Postage:	20.00
531400	**Equipment < $5,000**		
	Per Historical Usage	755.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54128 Public Health Preparedness			
		Total 531400 Equipment < $5,000:	755.00
533000	**Mileage/Travel**		
	Per Historical Usage	1,800.00	
		Total 533000 Mileage/Travel:	1,800.00
533500	**Conventions & Meetings**		
	Per Historical Usage	2,338.00	
		Total 533500 Conventions & Meetings:	2,338.00
534200	**Medical Supplies**		
	Per Historical Usage	355.00	
		Total 534200 Medical Supplies:	355.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	7,670.00	
		Total 595200 AMSO Expenditure Transfer:	7,670.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	5,172.00	
		Total 598000 Indirect Cost Allocation:	5,172.00
		Total expense:	**52,389.00**
		Total Account # 204-68-54128 Public Health Preparedness Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54129 TN Program								
435510	State Aid - Public Health	0.00	0.00	0.00	17,628.50	26,443.00	46,000.00	
465142	Program Revenues	0.00	0.00	0.00	5,780.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	0.00	0.00	0.00	3,612.77	7,070.00	5,189.00	
	Total revenue without property tax:	**0.00**	**0.00**	**0.00**	**27,021.27**	**33,513.00**	**51,189.00**	
511100	Salaries and Wages	0.00	0.00	0.00	18,907.31	0.00	20,761.00	
511200	Overtime	0.00	0.00	0.00	0.00	29,822.00	0.00	
515000	Fringe Benefits	0.00	0.00	0.00	3,389.63	5,335.00	3,843.00	
515400	Health Insurance Benefit	0.00	0.00	0.00	6,568.78	8,180.00	7,539.00	
521200	Contracted Services	0.00	0.00	0.00	1,169.00	0.00	2,800.00	
522300	Cell Phone Costs	0.00	0.00	0.00	111.07	0.00	267.00	
531000	Office Supplies	0.00	0.00	0.00	17.39	52.00	50.00	
531100	Postage	0.00	0.00	0.00	73.16	219.00	175.00	
531400	Equipment < $5,000	0.00	0.00	0.00	129.46	388.00	150.00	
533000	Mileage/Travel	0.00	0.00	0.00	1,322.90	1,105.00	2,944.00	
595200	AMSO Expenditure Transfer	0.00	0.00	0.00	6,104.27	8,222.00	7,471.00	
598000	Indirect Cost Allocation	0.00	0.00	0.00	3,612.77	7,070.00	5,189.00	
	Total expense:	**0.00**	**0.00**	**0.00**	**41,405.74**	**60,393.00**	**51,189.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-14,384.47**	**-26,880.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54129 TN Program			
435510	**State Aid - Public Health**		
	DNR Grant	46,000.00	
		Total 435510 State Aid - Public Health:	46,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	5,189.00	
		Total 474600 Indirect Cost Allocation Rev:	5,189.00
		Total revenue:	**51,189.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	20,761.00	
		Total 511100 Salaries and Wages:	20,761.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	3,843.00	
		Total 515000 Fringe Benefits:	3,843.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	7,539.00	
		Total 515400 Health Insurance Benefit:	7,539.00
521200	**Contracted Services**		
	Lab Fees	2,800.00	
		Total 521200 Contracted Services:	2,800.00
522300	**Cell Phone Costs**		
	1/2 cell phone - split between FSRL	267.00	
		Total 522300 Cell Phone Costs:	267.00
531000	**Office Supplies**		
	Estimated Usage	50.00	
		Total 531000 Office Supplies:	50.00
531100	**Postage**		
	Estimated Usage	175.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54129 TN Program			
		Total 531100 Postage:	175.00
531400	**Equipment < $5,000**		
	Estimated Usage	150.00	
		Total 531400 Equipment < $5,000:	150.00
533000	**Mileage/Travel**		
	Estimated Usage	2,944.00	
		Total 533000 Mileage/Travel:	2,944.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	7,471.00	
		Total 595200 AMSO Expenditure Transfer:	7,471.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	5,189.00	
		Total 598000 Indirect Cost Allocation:	5,189.00
		Total expense:	**51,189.00**
		Total Account # 204-68-54129 TN Program Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54132 Drug Free Community Grant								
435510	State Aid - Public Health	125,000.00	131,858.66	125,000.00	51,879.99	125,000.00	125,000.00	
474600	Indirect Cost Allocation Rev	7,814.00	11,229.17	10,908.00	6,260.95	10,908.00	16,600.00	
	Total revenue without property tax:	**132,814.00**	**143,087.83**	**135,908.00**	**58,140.94**	**135,908.00**	**141,600.00**	
511100	Salaries and Wages	59,385.00	61,247.00	61,166.00	28,906.83	61,166.00	63,578.00	
515000	Fringe Benefits	11,010.00	10,930.75	11,348.00	5,258.24	11,348.00	11,782.00	
515400	Health Insurance Benefit	24,981.00	24,536.37	24,300.00	10,944.52	24,300.00	24,120.00	
531000	Office Supplies	15.00	0.00	15.00	0.00	15.00	20.00	
531500	Maintenance/Service Agreements	744.00	1,180.89	744.00	0.00	744.00	378.00	
532200	Public Education/Materials	682.00	0.00	706.00	489.86	706.00	500.00	
533000	Mileage/Travel	1,500.00	51.04	1,500.00	53.50	1,500.00	500.00	
533500	Conventions & Meetings	2,500.00	25.00	2,500.00	0.00	2,500.00	1,000.00	
592999	Transfer Out	0.00	11,229.17	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	24,183.00	22,658.44	22,721.00	10,623.18	22,721.00	23,122.00	
598000	Indirect Cost Allocation	7,814.00	11,229.17	10,908.00	6,260.95	10,908.00	16,600.00	
	Total expense:	**132,814.00**	**143,087.83**	**135,908.00**	**62,537.08**	**135,908.00**	**141,600.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-4,396.14**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54132 Drug Free Community Grant			
435510	**State Aid - Public Health**		
	Grant	125,000.00	
		Total 435510 State Aid - Public Health:	125,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	16,600.00	
		Total 474600 Indirect Cost Allocation Rev:	16,600.00
		Total revenue:	**141,600.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	63,578.00	
		Total 511100 Salaries and Wages:	63,578.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	11,782.00	
		Total 515000 Fringe Benefits:	11,782.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	24,120.00	
		Total 515400 Health Insurance Benefit:	24,120.00
531000	**Office Supplies**		
	Per Historical Usage	20.00	
		Total 531000 Office Supplies:	20.00
531500	**Maintenance/Service Agreements**		
	Constant Contact	378.00	
		Total 531500 Maintenance/Service Agreements:	378.00
532200	**Public Education/Materials**		
	Per Historical Usage	500.00	
		Total 532200 Public Education/Materials:	500.00
533000	**Mileage/Travel**		
	Per Historical Usage	500.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54132 Drug Free Community Grant

		Total 533000 Mileage/Travel:	500.00
533500	**Conventions & Meetings**		
	Per Historical Usage	1,000.00	
		Total 533500 Conventions & Meetings:	1,000.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	23,122.00	
		Total 595200 AMSO Expenditure Transfer:	23,122.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	16,600.00	
		Total 598000 Indirect Cost Allocation:	16,600.00
		Total expense:	**141,600.00**
		Total Account # 204-68-54132 Drug Free Community Grant Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54133 Iron Will Endowment Fund								
485000	Donations & Contributions	0.00	0.00	0.00	1,881.00	1,881.00	1,881.00	
	Total revenue without property tax:	**0.00**	**0.00**	**0.00**	**1,881.00**	**1,881.00**	**1,881.00**	
532200	Public Education/Materials	0.00	0.00	0.00	0.00	1,881.00	0.00	
579101	Charities Expended	0.00	0.00	0.00	0.00	0.00	1,881.00	
	Total expense:	**0.00**	**0.00**	**0.00**	**0.00**	**1,881.00**	**1,881.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**1,881.00**	**0.00**	**0.00**	

Submitted by:

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Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54133 Iron Will Endowment Fund			
485000	**Donations & Contributions**		
	Iron Will Endowment Donation	1,881.00	
		Total 485000 Donations & Contributions:	1,881.00
		Total revenue:	**1,881.00**
579101	**Charities Expended**		
	Endowment Funds Used	1,881.00	
		Total 579101 Charities Expended:	1,881.00
		Total expense:	**1,881.00**
		Total Account # 204-68-54133 Iron Will Endowment Fund Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54135 Bright Start River Source								
435510	State Aid - Public Health	10,000.00	11,357.52	10,000.00	15,972.40	10,000.00	10,000.00	
474600	Indirect Cost Allocation Rev	594.00	853.14	775.00	443.15	775.00	1,192.00	
	Total revenue without property tax:	**10,594.00**	**12,210.66**	**10,775.00**	**16,415.55**	**10,775.00**	**11,192.00**	
511100	Salaries and Wages	5,061.00	4,976.16	4,875.00	519.60	4,875.00	5,224.00	
515000	Fringe Benefits	938.00	875.88	905.00	91.86	905.00	969.00	
515400	Health Insurance Benefit	1,898.00	2,074.28	1,727.00	140.24	1,727.00	1,732.00	
522300	Cell Phone Costs	0.00	0.00	540.00	0.00	0.00	0.00	
532200	Public Education/Materials	100.00	1,799.70	166.00	0.00	166.00	200.00	
533000	Mileage/Travel	0.00	13.04	25.00	0.00	25.00	33.00	
595200	AMSO Expenditure Transfer	2,003.00	1,618.46	1,762.00	166.79	1,762.00	1,842.00	
598000	Indirect Cost Allocation	594.00	853.14	775.00	443.15	775.00	1,192.00	
	Total expense:	**10,594.00**	**12,210.66**	**10,775.00**	**1,361.64**	**10,235.00**	**11,192.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**15,053.91**	**540.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54135 Bright Start River Source			
435510	**State Aid - Public Health**		
	Grant	10,000.00	
		Total 435510 State Aid - Public Health:	10,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,192.00	
		Total 474600 Indirect Cost Allocation Rev:	1,192.00
		Total revenue:	**11,192.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	5,224.00	
		Total 511100 Salaries and Wages:	5,224.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	969.00	
		Total 515000 Fringe Benefits:	969.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	1,732.00	
		Total 515400 Health Insurance Benefit:	1,732.00
532200	**Public Education/Materials**		
	Per Historical Usage	200.00	
		Total 532200 Public Education/Materials:	200.00
533000	**Mileage/Travel**		
	Per Historical Usage	33.00	
		Total 533000 Mileage/Travel:	33.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	1,842.00	
		Total 595200 AMSO Expenditure Transfer:	1,842.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,192.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54135 Bright Start River Source

	Total 598000 Indirect Cost Allocation:	1,192.00
	Total expense:	**11,192.00**
	Total Account # 204-68-54135 Bright Start River Source Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54138 Planning & Strategy								
435510	State Aid - Public Health	0.00	0.00	0.00	0.00	40,393.00	0.00	
474600	Indirect Cost Allocation Rev	0.00	0.00	0.00	1,819.81	3,000.00	41,784.00	
	Total revenue without property tax:	**0.00**	**0.00**	**0.00**	**1,819.81**	**43,393.00**	**41,784.00**	
411100	General Property Taxes	0.00	0.00	0.00	0.00	0.00	323,631.00	
	Total revenue with property tax:	**0.00**	**0.00**	**0.00**	**1,819.81**	**43,393.00**	**365,415.00**	
511100	Salaries and Wages	0.00	0.00	0.00	21,961.55	18,175.00	179,084.00	
515000	Fringe Benefits	0.00	0.00	0.00	3,910.48	3,368.00	33,166.00	
515400	Health Insurance Benefit	0.00	0.00	0.00	5,479.15	13,700.00	49,453.00	
521200	Contracted Services	0.00	0.00	0.00	10.00	0.00	0.00	
522500	Telephone	0.00	0.00	0.00	115.00	0.00	0.00	
531000	Office Supplies	0.00	0.00	0.00	29.98	500.00	201.00	
531100	Postage	0.00	0.00	0.00	0.00	50.00	0.00	
531400	Equipment < $5,000	0.00	0.00	0.00	0.00	100.00	0.00	
532200	Public Education/Materials	0.00	0.00	0.00	0.00	500.00	200.00	
533000	Mileage/Travel	0.00	0.00	0.00	3.52	0.00	300.00	
533500	Conventions & Meetings	0.00	0.00	0.00	0.00	0.00	400.00	
595200	AMSO Expenditure Transfer	0.00	0.00	0.00	1,772.53	4,000.00	60,827.00	
598000	Indirect Cost Allocation	0.00	0.00	0.00	1,819.81	3,000.00	41,784.00	
	Total expense:	**0.00**	**0.00**	**0.00**	**35,102.02**	**43,393.00**	**365,415.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-33,282.21**	**0.00**	**0.00**	

Submitted by:

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Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54138 Planning & Strategy			
411100	**General Property Taxes**		
	Transferred from Community Health	219,131.00	
	New Tax Levy	104,500.00	
		Total 411100 General Property Taxes:	323,631.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	41,784.00	
		Total 474600 Indirect Cost Allocation Rev:	41,784.00
		Total revenue:	**365,415.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	179,084.00	
		Total 511100 Salaries and Wages:	179,084.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	33,166.00	
		Total 515000 Fringe Benefits:	33,166.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	49,453.00	
		Total 515400 Health Insurance Benefit:	49,453.00
531000	**Office Supplies**		
	Estimated Usage	201.00	
		Total 531000 Office Supplies:	201.00
532200	**Public Education/Materials**		
	Estimated Usage	200.00	
		Total 532200 Public Education/Materials:	200.00
533000	**Mileage/Travel**		
	Estimated Usage	300.00	
		Total 533000 Mileage/Travel:	300.00
533500	**Conventions & Meetings**		

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54138 Planning & Strategy			
	Estimated Usage	400.00	
		Total 533500 Conventions & Meetings:	400.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	60,827.00	
		Total 595200 AMSO Expenditure Transfer:	60,827.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	41,784.00	
		Total 598000 Indirect Cost Allocation:	41,784.00
		Total expense:	**365,415.00**
		Total Account # 204-68-54138 Planning & Strategy Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54140 WIC								
435510	State Aid - Public Health	304,743.00	274,302.80	278,831.00	59,120.00	278,831.00	293,842.00	
474600	Indirect Cost Allocation Rev	35,310.00	50,744.51	48,853.00	27,924.30	48,853.00	75,924.00	
	Total revenue without property tax:	**340,053.00**	**325,047.31**	**327,684.00**	**87,044.30**	**327,684.00**	**369,766.00**	
411100	General Property Taxes	69,726.00	69,726.00	50,000.00	50,000.00	50,000.00	106,000.00	
	Total revenue with property tax:	**409,779.00**	**394,773.31**	**377,684.00**	**137,044.30**	**377,684.00**	**475,766.00**	
511100	Salaries and Wages	180,809.00	159,233.94	175,914.00	75,353.70	145,600.00	207,805.00	
515000	Fringe Benefits	33,492.00	27,429.19	32,432.00	13,593.45	25,231.00	38,267.00	
515400	Health Insurance Benefit	63,592.00	37,042.83	40,240.00	27,782.24	52,760.00	62,820.00	
521200	Contracted Services	0.00	285.00	20.00	9,174.65	9,175.00	750.00	
521237	Interpreter Services	200.00	0.00	200.00	0.00	200.00	0.00	
522300	Cell Phone Costs	270.00	792.94	837.00	333.34	837.00	837.00	
531000	Office Supplies	1,000.00	826.43	550.00	86.35	550.00	550.00	
531100	Postage	2,000.00	1,239.71	1,500.00	342.90	1,500.00	1,300.00	
531200	Copies/Printing	400.00	252.00	500.00	0.00	500.00	250.00	
531400	Equipment < $5,000	5,000.00	3,690.06	7,000.00	0.00	1,000.00	3,700.00	
531500	Maintenance/Service Agreements	770.00	1,542.20	2,270.00	20.00	2,270.00	510.00	
532200	Public Education/Materials	200.00	2,619.76	2,000.00	0.00	500.00	2,000.00	
532400	Memberships & Dues	100.00	200.00	150.00	0.00	150.00	200.00	
532600	Advertising	7,000.00	0.00	5,000.00	0.00	0.00	5,000.00	
533000	Mileage/Travel	1,450.00	4.22	500.00	41.83	500.00	500.00	
533500	Conventions & Meetings	3,924.00	45.00	3,500.00	375.00	500.00	800.00	
534200	Medical Supplies	3,500.00	31.59	1,044.00	0.00	1,044.00	2,458.00	
553200	Rentals/Office Space	300.00	0.00	300.00	0.00	300.00	300.00	
592999	Transfer Out	0.00	56,249.50	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	70,462.00	52,544.43	54,874.00	28,599.65	54,874.00	71,795.00	
598000	Indirect Cost Allocation	35,310.00	50,744.51	48,853.00	27,924.30	48,853.00	75,924.00	
	Total expense:	**409,779.00**	**394,773.31**	**377,684.00**	**183,627.41**	**346,344.00**	**475,766.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-46,583.11**	**31,340.00**	**0.00**	

Submitted by:

Department/Division Head

Date

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54140 WIC			
411100	**General Property Taxes**		
	New Tax Levy	56,000.00	
	Previous Tax Levy	50,000.00	
		Total 411100 General Property Taxes:	106,000.00
435510	**State Aid - Public Health**		
	Grant	260,342.00	
	Anticipated New Grant Revenue	33,500.00	
		Total 435510 State Aid - Public Health:	293,842.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	75,924.00	
		Total 474600 Indirect Cost Allocation Rev:	75,924.00
		Total revenue:	**475,766.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	207,805.00	
		Total 511100 Salaries and Wages:	207,805.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	38,267.00	
		Total 515000 Fringe Benefits:	38,267.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	62,820.00	
		Total 515400 Health Insurance Benefit:	62,820.00
521200	**Contracted Services**		
	Background Checks	20.00	
	Scale Calibration	730.00	
		Total 521200 Contracted Services:	750.00
522300	**Cell Phone Costs**		
	1/2 cell phone - split between FIT Families	279.00	
	One cell phone	558.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54140 WIC			
		Total 522300 Cell Phone Costs:	837.00
531000	**Office Supplies**		
	Per Historical Usage	550.00	
		Total 531000 Office Supplies:	550.00
531100	**Postage**		
	Per Historical Usage	1,300.00	
		Total 531100 Postage:	1,300.00
531200	**Copies/Printing**		
	Per Historical Usage	250.00	
		Total 531200 Copies/Printing:	250.00
531400	**Equipment < $5,000**		
	Per Historical Usage	3,700.00	
		Total 531400 Equipment < $5,000:	3,700.00
531500	**Maintenance/Service Agreements**		
	Data 24/7	300.00	
	Visix	210.00	
		Total 531500 Maintenance/Service Agreements:	510.00
532200	**Public Education/Materials**		
	Outreach Supplies and Materials	2,000.00	
		Total 532200 Public Education/Materials:	2,000.00
532400	**Memberships & Dues**		
	WI WIC Association	200.00	
		Total 532400 Memberships & Dues:	200.00
532600	**Advertising**		
	Creative Marketing Advertisement	5,000.00	
		Total 532600 Advertising:	5,000.00
533000	**Mileage/Travel**		

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54140 WIC

	Per Historical Usage	500.00	
		Total 533000 Mileage/Travel:	500.00
533500	**Conventions & Meetings**		
	Training for Staff (4 x $200)	800.00	
		Total 533500 Conventions & Meetings:	800.00
534200	**Medical Supplies**		
	Per Historical Usage	2,458.00	
		Total 534200 Medical Supplies:	2,458.00
553200	**Rentals/Office Space**		
	Rental of Satellite Clinic Sites	300.00	
		Total 553200 Rentals/Office Space:	300.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	71,795.00	
		Total 595200 AMSO Expenditure Transfer:	71,795.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	75,924.00	
		Total 598000 Indirect Cost Allocation:	75,924.00
		Total expense:	**475,766.00**
		Total Account # 204-68-54140 WIC Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54142	**Maternal & Child Health Progra**							
435510	State Aid - Public Health	26,161.00	26,485.00	26,485.00	5,403.00	26,485.00	26,460.00	
474600	Indirect Cost Allocation Rev	1,503.00	2,160.48	2,089.00	1,194.10	2,089.00	3,170.00	
492209	Transfer in - Special Revenue	0.00	188.61	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**27,664.00**	**28,834.09**	**28,574.00**	**6,597.10**	**28,574.00**	**29,630.00**	
511100	Salaries and Wages	13,028.00	11,836.83	13,357.00	5,097.57	13,357.00	13,489.00	
515000	Fringe Benefits	2,416.00	2,104.75	2,478.00	921.84	2,478.00	2,501.00	
515400	Health Insurance Benefit	4,806.00	5,491.02	4,654.00	1,315.42	4,654.00	4,606.00	
521237	Interpreter Services	0.00	0.00	0.00	224.00	0.00	250.00	
531000	Office Supplies	0.00	0.00	100.00	0.00	100.00	50.00	
531400	Equipment < $5,000	0.00	634.05	0.00	0.00	0.00	0.00	
532200	Public Education/Materials	0.00	1,327.71	0.00	0.00	0.00	0.00	
532400	Memberships & Dues	195.00	157.00	195.00	85.00	195.00	195.00	
533000	Mileage/Travel	281.00	9.86	281.00	10.56	281.00	282.00	
533500	Conventions & Meetings	300.00	295.00	612.00	25.00	612.00	300.00	
595200	AMSO Expenditure Transfer	5,135.00	4,817.39	4,808.00	1,282.42	4,808.00	4,787.00	
598000	Indirect Cost Allocation	1,503.00	2,160.48	2,089.00	1,194.10	2,089.00	3,170.00	
	Total expense:	**27,664.00**	**28,834.09**	**28,574.00**	**10,155.91**	**28,574.00**	**29,630.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-3,558.81**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

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Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54142 Maternal & Child Health Progra			
435510	**State Aid - Public Health**		
	Grant	26,460.00	
		Total 435510 State Aid - Public Health:	26,460.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	3,170.00	
		Total 474600 Indirect Cost Allocation Rev:	3,170.00
		Total revenue:	**29,630.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	13,489.00	
		Total 511100 Salaries and Wages:	13,489.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	2,501.00	
		Total 515000 Fringe Benefits:	2,501.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	4,606.00	
		Total 515400 Health Insurance Benefit:	4,606.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	250.00	
		Total 521237 Interpreter Services:	250.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
532400	**Memberships & Dues**		
	Per Historical Usage	195.00	
		Total 532400 Memberships & Dues:	195.00
533000	**Mileage/Travel**		
	Per Historical Usage	282.00	

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54142 Maternal & Child Health Progra

		Total 533000 Mileage/Travel:	282.00
533500	**Conventions & Meetings**		
	Per Historical Usage	300.00	
		Total 533500 Conventions & Meetings:	300.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	4,787.00	
		Total 595200 AMSO Expenditure Transfer:	4,787.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	3,170.00	
		Total 598000 Indirect Cost Allocation:	3,170.00
		Total expense:	**29,630.00**
		Total Account # 204-68-54142 Maternal & Child Health Progra Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54144 Wisconsin Wins								
435510	State Aid - Public Health	4,350.00	5,804.00	4,350.00	160.00	4,350.00	4,466.00	
474600	Indirect Cost Allocation Rev	264.00	378.90	352.00	201.25	352.00	545.00	
	Total revenue without property tax:	**4,614.00**	**6,182.90**	**4,702.00**	**361.25**	**4,702.00**	**5,011.00**	
511100	Salaries and Wages	2,103.00	2,951.58	2,071.00	2,220.59	2,071.00	2,311.00	
515000	Fringe Benefits	390.00	495.65	384.00	264.03	384.00	428.00	
515400	Health Insurance Benefit	843.00	978.86	784.00	0.00	784.00	484.00	
521200	Contracted Services	20.00	0.00	20.00	315.00	20.00	200.00	
522300	Cell Phone Costs	0.00	214.98	0.00	0.00	0.00	0.00	
531100	Postage	50.00	0.00	131.00	0.00	131.00	129.00	
532200	Public Education/Materials	0.00	0.00	100.00	23.45	100.00	65.00	
533000	Mileage/Travel	98.00	0.00	100.00	0.00	100.00	100.00	
533500	Conventions & Meetings	0.00	25.00	0.00	66.15	0.00	0.00	
592999	Transfer Out	0.00	338.71	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	846.00	799.22	760.00	0.00	760.00	749.00	
598000	Indirect Cost Allocation	264.00	378.90	352.00	201.25	352.00	545.00	
	Total expense:	**4,614.00**	**6,182.90**	**4,702.00**	**3,090.47**	**4,702.00**	**5,011.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-2,729.22**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54144 Wisconsin Wins			
435510	**State Aid - Public Health**		
	Grant	4,466.00	
		Total 435510 State Aid - Public Health:	4,466.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	545.00	
		Total 474600 Indirect Cost Allocation Rev:	545.00
		Total revenue:	**5,011.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	2,311.00	
		Total 511100 Salaries and Wages:	2,311.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	428.00	
		Total 515000 Fringe Benefits:	428.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	484.00	
		Total 515400 Health Insurance Benefit:	484.00
521200	**Contracted Services**		
	Background Checks	20.00	
	Students to do Compliance Checks	180.00	
		Total 521200 Contracted Services:	200.00
531100	**Postage**		
	Per Historical Usage	129.00	
		Total 531100 Postage:	129.00
532200	**Public Education/Materials**		
	Per Historical Usage	65.00	
		Total 532200 Public Education/Materials:	65.00
533000	**Mileage/Travel**		

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54144 Wisconsin Wins			
	Per Historical Usage	100.00	
		Total 533000 Mileage/Travel:	100.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	749.00	
		Total 595200 AMSO Expenditure Transfer:	749.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	545.00	
		Total 598000 Indirect Cost Allocation:	545.00
		Total expense:	**5,011.00**
		Total Account # 204-68-54144 Wisconsin Wins Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54148 COVID Workforce								
435510	State Aid - Public Health	0.00	0.00	72,500.00	0.00	0.00	0.00	
435550	State Aid - COVID	0.00	32,669.00	0.00	26,309.00	72,500.00	25,305.00	
474600	Indirect Cost Allocation Rev	0.00	0.00	3,831.00	114.48	3,831.00	1,387.00	
	Total revenue without property tax:	**0.00**	**32,669.00**	**76,331.00**	**26,423.48**	**76,331.00**	**26,692.00**	
511100	Salaries and Wages	0.00	5,738.74	20,650.00	13,828.89	20,650.00	6,395.00	
515000	Fringe Benefits	0.00	1,010.78	3,836.00	2,499.34	3,836.00	1,183.00	
515400	Health Insurance Benefit	0.00	1,496.87	7,086.00	5,757.62	7,086.00	2,015.00	
521200	Contracted Services	0.00	15,049.99	5,000.00	0.00	5,000.00	1,000.00	
531500	Maintenance/Service Agreements	0.00	2,500.00	2,500.00	0.00	2,500.00	2,500.00	
532200	Public Education/Materials	0.00	34.92	0.00	349.12	300.00	0.00	
532400	Memberships & Dues	0.00	147.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	0.00	112.20	4,018.00	532.24	4,018.00	1,982.00	
533500	Conventions & Meetings	0.00	4,321.16	22,000.00	11,139.80	22,000.00	8,000.00	
592999	Transfer Out	0.00	0.11	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	0.00	2,257.23	7,410.00	4,623.05	7,410.00	2,230.00	
598000	Indirect Cost Allocation	0.00	0.00	3,831.00	114.48	3,831.00	1,387.00	
	Total expense:	**0.00**	**32,669.00**	**76,331.00**	**38,844.54**	**76,631.00**	**26,692.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-12,421.06**	**-300.00**	**0.00**	

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Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54148 COVID Workforce			
435550	**State Aid - COVID**		
	Grant	25,305.00	
		Total 435550 State Aid - COVID:	25,305.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,387.00	
		Total 474600 Indirect Cost Allocation Rev:	1,387.00
		Total revenue:	**26,692.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	6,395.00	
		Total 511100 Salaries and Wages:	6,395.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	1,183.00	
		Total 515000 Fringe Benefits:	1,183.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	2,015.00	
		Total 515400 Health Insurance Benefit:	2,015.00
521200	**Contracted Services**		
	Barbara Duerst Workforse Consultant	1,000.00	
		Total 521200 Contracted Services:	1,000.00
531500	**Maintenance/Service Agreements**		
	VMSG Annual Fee	2,500.00	
		Total 531500 Maintenance/Service Agreements:	2,500.00
533000	**Mileage/Travel**		
	Estimated Usage based on training plans	1,982.00	
		Total 533000 Mileage/Travel:	1,982.00
533500	**Conventions & Meetings**		
	Estimated Trainings based on Workforce Plan	8,000.00	

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54148 COVID Workforce

		Total 533500 Conventions & Meetings:	8,000.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	2,230.00	
		Total 595200 AMSO Expenditure Transfer:	2,230.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,387.00	
		Total 598000 Indirect Cost Allocation:	1,387.00
		Total expense:	**26,692.00**
		Total Account # 204-68-54148 COVID Workforce Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54149 Pre-Venture								
435510	State Aid - Public Health	0.00	0.00	19,268.00	0.00	19,268.00	19,268.00	
465142	Program Revenues	19,268.00	8,101.74	0.00	0.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	769.00	1,104.60	1,061.00	606.25	1,061.00	1,750.00	
	Total revenue without property tax:	**20,037.00**	**9,206.34**	**20,329.00**	**606.25**	**20,329.00**	**21,018.00**	
511100	Salaries and Wages	8,235.00	2,868.53	8,392.00	865.59	8,392.00	8,524.00	
515000	Fringe Benefits	1,527.00	497.56	1,557.00	157.24	1,557.00	1,580.00	
515400	Health Insurance Benefit	2,457.00	806.60	2,363.00	533.92	2,363.00	2,208.00	
531100	Postage	0.00	0.00	125.00	0.00	0.00	125.00	
532200	Public Education/Materials	3,665.00	2,863.96	3,664.00	2,397.24	3,664.00	3,664.00	
533000	Mileage/Travel	85.00	0.00	78.00	96.30	150.00	105.00	
533500	Conventions & Meetings	150.00	0.00	150.00	729.92	150.00	150.00	
534900	Supplies	50.00	0.00	50.00	0.00	50.00	50.00	
595200	AMSO Expenditure Transfer	3,099.00	1,065.09	2,889.00	433.18	2,889.00	2,862.00	
598000	Indirect Cost Allocation	769.00	1,104.60	1,061.00	606.25	1,061.00	1,750.00	
	Total expense:	**20,037.00**	**9,206.34**	**20,329.00**	**5,819.64**	**20,276.00**	**21,018.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-5,213.39**	**53.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54149 Pre-Venture			
435510	**State Aid - Public Health**		
	Contract with DHS	19,268.00	
		Total 435510 State Aid - Public Health:	19,268.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,750.00	
		Total 474600 Indirect Cost Allocation Rev:	1,750.00
		Total revenue:	**21,018.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	8,524.00	
		Total 511100 Salaries and Wages:	8,524.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	1,580.00	
		Total 515000 Fringe Benefits:	1,580.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	2,208.00	
		Total 515400 Health Insurance Benefit:	2,208.00
531100	**Postage**		
	Per Historical Usage	125.00	
		Total 531100 Postage:	125.00
532200	**Public Education/Materials**		
	PreVenture Books	3,664.00	
		Total 532200 Public Education/Materials:	3,664.00
533000	**Mileage/Travel**		
	Per Historical Usage	105.00	
		Total 533000 Mileage/Travel:	105.00
533500	**Conventions & Meetings**		
	Per Historical Usage	150.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54149 Pre-Venture

		Total 533500 Conventions & Meetings:	150.00
534900	**Supplies**		
	Per Historical Usage	50.00	
		Total 534900 Supplies:	50.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	2,862.00	
		Total 595200 AMSO Expenditure Transfer:	2,862.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,750.00	
		Total 598000 Indirect Cost Allocation:	1,750.00
		Total expense:	**21,018.00**
		Total Account # 204-68-54149 Pre-Venture Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54150 Prevention								
435510	State Aid - Public Health	8,465.00	7,721.00	8,475.00	523.00	8,475.00	8,474.00	
474600	Indirect Cost Allocation Rev	486.00	698.04	678.00	387.75	678.00	1,024.00	
492209	Transfer in - Special Revenue	0.00	2,772.93	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**8,951.00**	**11,191.97**	**9,153.00**	**910.75**	**9,153.00**	**9,498.00**	
511100	Salaries and Wages	4,368.00	5,485.10	4,499.00	44.10	4,499.00	4,477.00	
515000	Fringe Benefits	810.00	978.19	835.00	8.22	835.00	829.00	
515400	Health Insurance Benefit	1,553.00	1,962.58	1,511.00	30.98	1,511.00	1,353.00	
531000	Office Supplies	0.00	299.00	0.00	0.00	0.00	0.00	
531200	Copies/Printing	0.00	0.00	0.00	0.00	108.00	243.00	
533000	Mileage/Travel	27.00	21.82	24.00	0.00	24.00	24.00	
533500	Conventions & Meetings	0.00	25.00	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	1,707.00	1,722.24	1,606.00	20.29	1,606.00	1,548.00	
598000	Indirect Cost Allocation	486.00	698.04	678.00	387.75	678.00	1,024.00	
	Total expense:	**8,951.00**	**11,191.97**	**9,153.00**	**491.34**	**9,261.00**	**9,498.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**419.41**	**-108.00**	**0.00**	

Submitted by:

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Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54150 Prevention			
435510	**State Aid - Public Health**		
	Grant	8,474.00	
		Total 435510 State Aid - Public Health:	8,474.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,024.00	
		Total 474600 Indirect Cost Allocation Rev:	1,024.00
		Total revenue:	**9,498.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	4,477.00	
		Total 511100 Salaries and Wages:	4,477.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	829.00	
		Total 515000 Fringe Benefits:	829.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	1,353.00	
		Total 515400 Health Insurance Benefit:	1,353.00
531200	**Copies/Printing**		
	Per Historical Usage	243.00	
		Total 531200 Copies/Printing:	243.00
533000	**Mileage/Travel**		
	Per Historical Usage	24.00	
		Total 533000 Mileage/Travel:	24.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	1,548.00	
		Total 595200 AMSO Expenditure Transfer:	1,548.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,024.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54150 Prevention

	Total 598000 Indirect Cost Allocation:	1,024.00
	Total expense:	**9,498.00**
	Total Account # 204-68-54150 Prevention Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54151	**Equipment Loan Closet**							
465142	Program Revenues	6,500.00	2,831.99	2,700.00	135.00	2,700.00	2,000.00	
474600	Indirect Cost Allocation Rev	443.00	637.08	269.00	153.90	269.00	355.00	
485000	Donations & Contributions	0.00	0.00	0.00	105.00	250.00	700.00	
492209	Transfer In - Special Revenue	0.00	1,846.55	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**6,943.00**	**5,315.62**	**2,969.00**	**393.90**	**3,219.00**	**3,055.00**	
511100	Salaries and Wages	3,047.00	1,107.33	1,140.00	579.87	1,140.00	1,135.00	
515000	Fringe Benefits	565.00	182.19	212.00	106.35	212.00	211.00	
515400	Health Insurance Benefit	1,417.00	477.43	600.00	281.16	600.00	516.00	
521200	Contracted Services	0.00	0.00	0.00	0.00	0.00	160.00	
531000	Office Supplies	0.00	20.02	70.00	67.37	70.00	70.00	
531100	Postage	0.00	49.21	90.00	28.89	90.00	48.00	
531200	Copies/Printing	0.00	10.00	16.00	10.00	16.00	20.00	
531400	Equipment < $5,000	0.00	2,080.20	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	0.00	5.63	0.00	0.00	0.00	0.00	
534200	Medical Supplies	196.00	282.37	114.00	0.00	114.00	107.00	
595200	AMSO Expenditure Transfer	1,275.00	464.16	458.00	247.31	458.00	433.00	
598000	Indirect Cost Allocation	443.00	637.08	269.00	153.90	269.00	355.00	
	Total expense:	**6,943.00**	**5,315.62**	**2,969.00**	**1,474.85**	**2,969.00**	**3,055.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-1,080.95**	**250.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54151 Equipment Loan Closet			
465142	**Program Revenues**		
	Revenue from Rutledge Charities	2,000.00	
		Total 465142 Program Revenues:	2,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	355.00	
		Total 474600 Indirect Cost Allocation Rev:	355.00
485000	**Donations & Contributions**		
	Loan Closet Donations	700.00	
		Total 485000 Donations & Contributions:	700.00
		Total revenue:	**3,055.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	1,135.00	
		Total 511100 Salaries and Wages:	1,135.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	211.00	
		Total 515000 Fringe Benefits:	211.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	516.00	
		Total 515400 Health Insurance Benefit:	516.00
521200	**Contracted Services**		
	Towels Contract	160.00	
		Total 521200 Contracted Services:	160.00
531000	**Office Supplies**		
	Per Historical Usage	70.00	
		Total 531000 Office Supplies:	70.00
531100	**Postage**		
	Per Historical Usage	48.00	

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PRELIMINARY

Account # 204-68-54151 Equipment Loan Closet

Account Number	Description	Amount	Total
		Total 531100 Postage:	48.00
531200	**Copies/Printing**		
	Per Historical Usage	20.00	
		Total 531200 Copies/Printing:	20.00
534200	**Medical Supplies**		
	Equipment Maintenance and Cleaning Supplies	107.00	
		Total 534200 Medical Supplies:	107.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	433.00	
		Total 595200 AMSO Expenditure Transfer:	433.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	355.00	
		Total 598000 Indirect Cost Allocation:	355.00
		Total expense:	**3,055.00**
		Total Account # 204-68-54151 Equipment Loan Closet Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54152	**Western Regional Center**							
435510	State Aid - Public Health	177,100.00	177,100.00	253,100.00	73,019.00	253,100.00	214,000.00	
474600	Indirect Cost Allocation Rev	12,652.00	18,181.61	28,398.00	16,478.35	28,398.00	29,932.00	
492209	Transfer in - Special Revenue	0.00	21,552.88	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**189,752.00**	**216,834.49**	**281,498.00**	**89,497.35**	**281,498.00**	**243,932.00**	
511100	Salaries and Wages	82,093.00	96,460.56	117,013.00	59,267.77	117,013.00	100,030.00	
515000	Fringe Benefits	15,271.00	17,433.50	21,912.00	7,889.73	21,912.00	18,511.00	
515400	Health Insurance Benefit	40,447.00	42,981.40	63,261.00	17,501.14	63,261.00	43,490.00	
521200	Contracted Services	20.00	10.00	20.00	10.00	20.00	7,420.00	
521237	Interpreter Services	0.00	67.96	100.00	43.48	100.00	100.00	
522300	Cell Phone Costs	0.00	301.36	540.00	128.94	540.00	540.00	
531000	Office Supplies	150.00	365.06	200.00	63.10	200.00	200.00	
531200	Copies/Printing	0.00	0.00	0.00	0.00	0.00	124.00	
531500	Maintenance/Service Agreements	200.00	1,077.78	200.00	0.00	200.00	200.00	
532200	Public Education/Materials	775.00	882.81	200.00	103.81	200.00	200.00	
533000	Mileage/Travel	1,500.00	649.09	550.00	229.88	550.00	650.00	
533500	Conventions & Meetings	1,700.00	1,408.49	1,653.00	109.45	1,653.00	4,875.00	
595200	AMSO Expenditure Transfer	34,944.00	37,014.87	47,451.00	21,885.38	47,451.00	37,660.00	
598000	Indirect Cost Allocation	12,652.00	18,181.61	28,398.00	16,478.35	28,398.00	29,932.00	
	Total expense:	**189,752.00**	**216,834.49**	**281,498.00**	**123,711.03**	**281,498.00**	**243,932.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-34,213.68**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54152 Western Regional Center			
435510	**State Aid - Public Health**		
	Grant	200,000.00	
	Health Equity Grant	14,000.00	
		Total 435510 State Aid - Public Health:	214,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	29,932.00	
		Total 474600 Indirect Cost Allocation Rev:	29,932.00
		Total revenue:	**243,932.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	100,030.00	
		Total 511100 Salaries and Wages:	100,030.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	18,511.00	
		Total 515000 Fringe Benefits:	18,511.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	43,490.00	
		Total 515400 Health Insurance Benefit:	43,490.00
521200	**Contracted Services**		
	Background Checks	20.00	
	Mini Grant Awards with Health Equity Funding	7,400.00	
		Total 521200 Contracted Services:	7,420.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	100.00	
		Total 521237 Interpreter Services:	100.00
522300	**Cell Phone Costs**		
	One cell phone allowance	540.00	
		Total 522300 Cell Phone Costs:	540.00

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54152 Western Regional Center			
531000	**Office Supplies**		
	Per Historical Usage	200.00	
		Total 531000 Office Supplies:	200.00
531200	**Copies/Printing**		
	Per Historical Usage	124.00	
		Total 531200 Copies/Printing:	124.00
531500	**Maintenance/Service Agreements**		
	Zoom Subscription	200.00	
		Total 531500 Maintenance/Service Agreements:	200.00
532200	**Public Education/Materials**		
	Per Historical Usage	200.00	
		Total 532200 Public Education/Materials:	200.00
533000	**Mileage/Travel**		
	Per Historical Usage	650.00	
		Total 533000 Mileage/Travel:	650.00
533500	**Conventions & Meetings**		
	Per Historical Usage	4,875.00	
		Total 533500 Conventions & Meetings:	4,875.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	37,660.00	
		Total 595200 AMSO Expenditure Transfer:	37,660.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	29,932.00	
		Total 598000 Indirect Cost Allocation:	29,932.00
		Total expense:	**243,932.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54152 Western Regional Center

Total Account # 204-68-54152 Western Regional Center Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54154 Title X Reproductive Health								
435510	State Aid - Public Health	14,000.00	57,142.00	5,600.00	20,843.00	42,550.00	5,600.00	
474600	Indirect Cost Allocation Rev	766.00	1,101.30	355.00	203.10	355.00	520.00	
	Total revenue without property tax:	**14,766.00**	**58,243.30**	**5,955.00**	**21,046.10**	**42,905.00**	**6,120.00**	
511100	Salaries And Wages	6,597.00	18,469.99	2,352.00	9,402.15	18,000.00	2,405.00	
515000	Fringe Benefits	1,223.00	3,297.59	436.00	1,687.08	3,000.00	446.00	
515400	Health Insurance Benefit	2,450.00	6,976.05	792.00	3,132.71	7,500.00	756.00	
521200	Contracted Services	0.00	12,467.50	0.00	4,366.15	4,367.00	0.00	
531000	Office Supplies	50.00	73.15	50.00	1,071.98	1,200.00	50.00	
531400	Equipment < $5,000	0.00	2,915.80	0.00	-120.04	0.00	0.00	
532200	Public Education/materials	500.00	0.00	500.00	0.00	500.00	500.00	
533000	Mileage/Travel	150.00	0.00	150.00	72.16	150.00	140.00	
533500	Conventions & Meetings	300.00	0.00	300.00	0.00	300.00	285.00	
534200	Medical Supplies	126.00	5,648.35	180.00	3,020.11	2,500.00	180.00	
592999	Transfer Out	0.00	1,034.15	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	2,604.00	6,259.42	840.00	3,772.23	5,000.00	838.00	
598000	Indirect Cost Allocation	766.00	1,101.30	355.00	203.10	355.00	520.00	
	Total expense:	**14,766.00**	**58,243.30**	**5,955.00**	**26,607.63**	**42,872.00**	**6,120.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-5,561.53**	**33.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54154 Title X Reproductive Health			
435510	**State Aid - Public Health**		
	Grant	5,600.00	
		Total 435510 State Aid - Public Health:	5,600.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	520.00	
		Total 474600 Indirect Cost Allocation Rev:	520.00
		Total revenue:	**6,120.00**
511100	**Salaries And Wages**		
	Per Personnel Cost Report	2,405.00	
		Total 511100 Salaries And Wages:	2,405.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	446.00	
		Total 515000 Fringe Benefits:	446.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	756.00	
		Total 515400 Health Insurance Benefit:	756.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
532200	**Public Education/materials**		
	Per Historical Usage	500.00	
		Total 532200 Public Education/materials:	500.00
533000	**Mileage/Travel**		
	Per Historical Usage	140.00	
		Total 533000 Mileage/Travel:	140.00
533500	**Conventions & Meetings**		
	Per Historical Usage	285.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54154 Title X Reproductive Health

		Total 533500 Conventions & Meetings:	285.00
534200	**Medical Supplies**		
	Per Historical Usage	180.00	
		Total 534200 Medical Supplies:	180.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	838.00	
		Total 595200 AMSO Expenditure Transfer:	838.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	520.00	
		Total 598000 Indirect Cost Allocation:	520.00
		Total expense:	**6,120.00**
		Total Account # 204-68-54154 Title X Reproductive Health Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54156 FIT WIC								
435510	State Aid - Public Health	35,347.00	42,012.00	36,053.00	9,324.00	36,053.00	37,774.00	
474600	Indirect Cost Allocation Rev	1,831.00	2,631.42	2,934.00	1,677.25	2,934.00	4,378.00	
	Total revenue without property tax:	**37,178.00**	**44,643.42**	**38,987.00**	**11,001.25**	**38,987.00**	**42,152.00**	
511100	Salaries and Wages	17,321.00	16,977.62	16,678.00	5,539.28	16,678.00	17,882.00	
515000	Fringe Benefits	3,209.00	3,058.74	3,092.00	1,015.61	3,092.00	3,310.00	
515400	Health Insurance Benefit	5,854.00	7,147.44	6,537.00	1,798.91	6,537.00	6,362.00	
522300	Cell Phone Costs	270.00	300.68	279.00	111.20	279.00	279.00	
531000	Office Supplies	0.00	1,264.61	0.00	51.07	70.00	50.00	
531100	Postage	300.00	1,602.90	1,300.00	845.09	1,300.00	1,600.00	
532200	Public Education/Materials	1,603.00	2,516.25	1,893.00	1,046.70	1,893.00	1,887.00	
533000	Mileage/Travel	100.00	0.00	100.00	0.00	100.00	0.00	
592999	Transfer Out	0.00	2,615.08	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	6,690.00	6,528.68	6,174.00	2,078.51	6,174.00	6,404.00	
598000	Indirect Cost Allocation	1,831.00	2,631.42	2,934.00	1,677.25	2,934.00	4,378.00	
	Total expense:	**37,178.00**	**44,643.42**	**38,987.00**	**14,163.62**	**39,057.00**	**42,152.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-3,162.37**	**-70.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54156 FIT WIC			
435510	**State Aid - Public Health**		
	Grant	37,774.00	
		Total 435510 State Aid - Public Health:	37,774.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	4,378.00	
		Total 474600 Indirect Cost Allocation Rev:	4,378.00
		Total revenue:	**42,152.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	17,882.00	
		Total 511100 Salaries and Wages:	17,882.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	3,310.00	
		Total 515000 Fringe Benefits:	3,310.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	6,362.00	
		Total 515400 Health Insurance Benefit:	6,362.00
522300	**Cell Phone Costs**		
	1/2 Cell Phone - Split with WIC	279.00	
		Total 522300 Cell Phone Costs:	279.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
531100	**Postage**		
	Per Historical Usage	1,600.00	
		Total 531100 Postage:	1,600.00
532200	**Public Education/Materials**		
	Outreach and Educational Supplies Per Historical Usage	1,887.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54156 FIT WIC

		Total 532200 Public Education/Materials:	1,887.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	6,404.00	
		Total 595200 AMSO Expenditure Transfer:	6,404.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	4,378.00	
		Total 598000 Indirect Cost Allocation:	4,378.00
		Total expense:	**42,152.00**
		Total Account # 204-68-54156 FIT WIC Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54157 Reproductive Health								
435510	State Aid - Public Health	41,923.00	46,447.77	41,923.00	10,669.72	41,923.00	41,088.00	
465142	Program Revenues	5,100.00	259.60	5,100.00	54.00	5,100.00	5,100.00	
474600	Indirect Cost Allocation Rev	3,068.00	4,409.64	4,146.00	2,369.70	4,146.00	5,828.00	
	Total revenue without property tax:	**50,091.00**	**51,117.01**	**51,169.00**	**13,093.42**	**51,169.00**	**52,016.00**	
411100	General Property Taxes	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
	Total revenue with property tax:	**54,091.00**	**55,117.01**	**55,169.00**	**17,093.42**	**55,169.00**	**56,016.00**	
511100	Salaries and Wages	25,100.00	19,860.63	24,385.00	7,028.23	24,385.00	24,485.00	
515000	Fringe Benefits	4,658.00	3,516.44	4,535.00	1,266.33	4,535.00	4,536.00	
515400	Health Insurance Benefit	9,810.00	4,625.70	9,235.00	2,694.25	9,235.00	8,468.00	
521237	Interpreter Services	100.00	0.00	100.00	0.00	100.00	100.00	
522300	Cell Phone Costs	0.00	0.00	0.00	0.00	0.00	576.00	
531000	Office Supplies	400.00	0.00	400.00	0.00	400.00	200.00	
531400	Equipment < $5,000	0.00	5,977.34	1,500.00	0.00	1,500.00	1,000.00	
531500	Maintenance/Service Agreements	0.00	631.00	0.00	240.00	180.00	460.00	
532200	Public Education/materials	122.00	0.00	123.00	0.00	123.00	100.00	
532400	Memberships & Dues	0.00	250.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	50.00	455.41	50.00	21.12	50.00	50.00	
533500	Conventions & Meetings	0.00	363.37	0.00	0.00	0.00	0.00	
534200	Medical Supplies	750.00	788.93	1,740.00	997.39	1,500.00	1,500.00	
592999	Transfer Out	0.00	7,309.12	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	10,033.00	6,929.43	8,955.00	2,982.19	8,955.00	8,713.00	
598000	Indirect Cost Allocation	3,068.00	4,409.64	4,146.00	2,369.70	4,146.00	5,828.00	
	Total expense:	**54,091.00**	**55,117.01**	**55,169.00**	**17,599.21**	**55,109.00**	**56,016.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-505.79**	**60.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54157 Reproductive Health			
411100	**General Property Taxes**		
	Tax Levy	4,000.00	
		Total 411100 General Property Taxes:	4,000.00
435510	**State Aid - Public Health**		
	Grant	41,088.00	
		Total 435510 State Aid - Public Health:	41,088.00
465142	**Program Revenues**		
	Fee-for-Service Medicaid	5,100.00	
		Total 465142 Program Revenues:	5,100.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	5,828.00	
		Total 474600 Indirect Cost Allocation Rev:	5,828.00
		Total revenue:	**56,016.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	24,485.00	
		Total 511100 Salaries and Wages:	24,485.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	4,536.00	
		Total 515000 Fringe Benefits:	4,536.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	8,468.00	
		Total 515400 Health Insurance Benefit:	8,468.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	100.00	
		Total 521237 Interpreter Services:	100.00
522300	**Cell Phone Costs**		
	One Cell Phone Allowance	576.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

PRELIMINARY

Account # 204-68-54157 Reproductive Health

Account Number	Description	Amount	Total
		Total 522300 Cell Phone Costs:	576.00
531000	**Office Supplies**		
	Per Historical Usage	200.00	
		Total 531000 Office Supplies:	200.00
531400	**Equipment < $5,000**		
	Per Historical Usage	1,000.00	
		Total 531400 Equipment < $5,000:	1,000.00
531500	**Maintenance/Service Agreements**		
	Annual Testing of Lab through CLIA	280.00	
	CLIA Lab Certificate	180.00	
		Total 531500 Maintenance/Service Agreements:	460.00
532200	**Public Education/materials**		
	Per Historical Usage	100.00	
		Total 532200 Public Education/materials:	100.00
533000	**Mileage/Travel**		
	Per Historical Usage	50.00	
		Total 533000 Mileage/Travel:	50.00
534200	**Medical Supplies**		
	Per Historical Usage	1,500.00	
		Total 534200 Medical Supplies:	1,500.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	8,713.00	
		Total 595200 AMSO Expenditure Transfer:	8,713.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	5,828.00	
		Total 598000 Indirect Cost Allocation:	5,828.00

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54157 Reproductive Health

	Total expense:	**56,016.00**
	Total Account # 204-68-54157 Reproductive Health Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54158 WIC BF Peer Counseling								
435510	State Aid - Public Health	13,741.00	17,780.00	17,780.00	4,479.00	17,780.00	17,780.00	
474600	Indirect Cost Allocation Rev	979.00	1,407.12	1,831.00	1,046.35	1,831.00	2,592.00	
492209	Transfer in - Special Revenue	0.00	372.80	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**14,720.00**	**19,559.92**	**19,611.00**	**5,525.35**	**19,611.00**	**20,372.00**	
511100	Salaries and Wages	6,160.00	8,066.62	8,039.00	4,758.70	8,039.00	8,529.00	
515000	Fringe Benefits	1,142.00	1,451.26	1,491.00	866.07	1,491.00	1,577.00	
515400	Health Insurance Benefit	3,130.00	4,578.56	4,078.00	2,536.27	4,078.00	3,766.00	
521237	Interpreter Services	0.00	0.00	25.00	0.00	25.00	20.00	
522300	Cell Phone Costs	540.00	621.75	540.00	222.36	540.00	540.00	
531000	Office Supplies	0.00	23.70	25.00	0.00	25.00	20.00	
531100	Postage	75.00	0.00	75.00	0.00	75.00	0.00	
531200	Copies/Printing	0.00	0.00	0.00	2.00	5.00	54.00	
533500	Conventions & Meetings	49.00	30.00	59.00	0.00	59.00	50.00	
534900	Supplies	0.00	0.00	254.00	0.00	254.00	0.00	
595200	AMSO Expenditure Transfer	2,645.00	3,380.91	3,194.00	1,993.97	3,194.00	3,224.00	
598000	Indirect Cost Allocation	979.00	1,407.12	1,831.00	1,046.35	1,831.00	2,592.00	
	Total expense:	**14,720.00**	**19,559.92**	**19,611.00**	**11,425.72**	**19,616.00**	**20,372.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-5,900.37**	**-5.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54158 WIC BF Peer Counseling			
435510	**State Aid - Public Health**		
	Grant	17,780.00	
		Total 435510 State Aid - Public Health:	17,780.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	2,592.00	
		Total 474600 Indirect Cost Allocation Rev:	2,592.00
		Total revenue:	**20,372.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	8,529.00	
		Total 511100 Salaries and Wages:	8,529.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	1,577.00	
		Total 515000 Fringe Benefits:	1,577.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	3,766.00	
		Total 515400 Health Insurance Benefit:	3,766.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	20.00	
		Total 521237 Interpreter Services:	20.00
522300	**Cell Phone Costs**		
	One Cell Phone Allowance	540.00	
		Total 522300 Cell Phone Costs:	540.00
531000	**Office Supplies**		
	Per Historical Usage	20.00	
		Total 531000 Office Supplies:	20.00
531200	**Copies/Printing**		
	Per Historical Usage	54.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54158 WIC BF Peer Counseling

		Total 531200 Copies/Printing:	54.00
533500	**Conventions & Meetings**		
	Per Historical Usage	50.00	
		Total 533500 Conventions & Meetings:	50.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	3,224.00	
		Total 595200 AMSO Expenditure Transfer:	3,224.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	2,592.00	
		Total 598000 Indirect Cost Allocation:	2,592.00
		Total expense:	**20,372.00**
		Total Account # 204-68-54158 WIC BF Peer Counseling Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54159 Diabetes Grant								
435510	State Aid - Public Health	15,000.00	13,210.00	15,000.00	6,840.00	15,000.00	0.00	
474600	Indirect Cost Allocation Rev	863.00	1,240.92	1,206.00	689.35	1,206.00	0.00	
	Total revenue without property tax:	**15,863.00**	**14,450.92**	**16,206.00**	**7,529.35**	**16,206.00**	**0.00**	
511100	Salaries and Wages	7,499.00	6,862.10	7,502.00	5,435.15	7,502.00	0.00	
515000	Fringe Benefits	1,388.00	1,228.38	1,391.00	993.17	1,391.00	0.00	
515400	Health Insurance Benefit	2,761.00	2,275.84	2,687.00	1,559.62	2,687.00	0.00	
532200	Public Education/Materials	249.00	45.00	552.00	0.00	552.00	0.00	
533000	Mileage/Travel	150.00	0.00	150.00	0.00	150.00	0.00	
592999	Transfer Out	0.00	502.71	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	2,953.00	2,295.97	2,718.00	1,936.77	2,718.00	0.00	
598000	Indirect Cost Allocation	863.00	1,240.92	1,206.00	689.35	1,206.00	0.00	
	Total expense:	**15,863.00**	**14,450.92**	**16,206.00**	**10,614.06**	**16,206.00**	**0.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-3,084.71**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54162 COVID Vaccine								
435510	State Aid - Public Health	0.00	32,239.00	64,000.00	6,959.00	8,795.00	25,000.00	
465142	Program Revenues	10,706.00	0.00	0.00	0.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	640.00	919.62	11,339.00	6,477.60	11,339.00	3,157.00	
	Total revenue without property tax:	**11,346.00**	**33,158.62**	**75,339.00**	**13,436.60**	**20,134.00**	**28,157.00**	
511100	Salaries and Wages	5,328.00	17,139.32	41,596.00	1,028.45	2,500.00	13,959.00	
511200	Overtime	0.00	154.92	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	988.00	2,981.80	7,545.00	184.64	900.00	2,574.00	
515400	Health Insurance Benefit	2,046.00	4,512.41	1,271.00	281.65	1,100.00	3,387.00	
521200	Contracted Services	0.00	0.00	0.00	539.89	600.00	0.00	
532200	Public Education/Materials	174.00	0.00	175.00	0.00	175.00	0.00	
533000	Mileage/Travel	50.00	262.67	250.00	1.76	250.00	250.00	
534200	Medical Supplies	0.00	86.99	1,332.00	0.00	300.00	200.00	
592999	Transfer Out	0.00	920.69	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	2,120.00	6,180.20	11,831.00	362.48	2,970.00	4,630.00	
598000	Indirect Cost Allocation	640.00	919.62	11,339.00	6,477.60	11,339.00	3,157.00	
	Total expense:	**11,346.00**	**33,158.62**	**75,339.00**	**8,876.47**	**20,134.00**	**28,157.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**4,560.13**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54162 COVID Vaccine			
435510	**State Aid - Public Health**		
	Grant	25,000.00	
		Total 435510 State Aid - Public Health:	25,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	3,157.00	
		Total 474600 Indirect Cost Allocation Rev:	3,157.00
		Total revenue:	**28,157.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	13,959.00	
		Total 511100 Salaries and Wages:	13,959.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	2,574.00	
		Total 515000 Fringe Benefits:	2,574.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	3,387.00	
		Total 515400 Health Insurance Benefit:	3,387.00
533000	**Mileage/Travel**		
	Per Historical Usage	250.00	
		Total 533000 Mileage/Travel:	250.00
534200	**Medical Supplies**		
	Per Historical Usage	200.00	
		Total 534200 Medical Supplies:	200.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	4,630.00	
		Total 595200 AMSO Expenditure Transfer:	4,630.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	3,157.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54162 COVID Vaccine

	Total 598000 Indirect Cost Allocation:	3,157.00
	Total expense:	**28,157.00**
	Total Account # 204-68-54162 COVID Vaccine Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54163 Overdose Fatality Review								
435510	State Aid - Public Health	35,000.00	39,867.00	35,000.00	12,924.00	35,000.00	35,000.00	
474600	Indirect Cost Allocation Rev	1,958.00	2,814.18	2,719.00	1,554.15	2,719.00	4,144.00	
	Total revenue without property tax:	**36,958.00**	**42,681.18**	**37,719.00**	**14,478.15**	**37,719.00**	**39,144.00**	
511100	Salaries and Wages	17,586.00	17,328.17	18,009.00	8,996.12	17,000.00	17,941.00	
515000	Fringe Benefits	3,261.00	3,097.99	3,342.00	1,630.65	3,300.00	3,323.00	
515400	Health Insurance Benefit	6,261.00	6,046.99	6,057.00	2,753.31	5,800.00	6,021.00	
522300	Cell Phone Costs	540.00	0.00	540.00	0.00	0.00	540.00	
531000	Office Supplies	50.00	0.00	50.00	0.00	50.00	0.00	
531200	Copies/Printing	0.00	53.00	0.00	75.95	80.00	75.00	
531400	Equipment < $5,000	0.00	173.26	0.00	0.00	0.00	0.00	
531500	Maintenance/Service Agreements	0.00	175.20	0.00	0.00	0.00	0.00	
532200	Public Education/Materials	117.00	2,889.65	117.00	0.00	117.00	155.00	
533000	Mileage/Travel	112.00	914.22	253.00	192.00	253.00	253.00	
533500	Conventions & Meetings	200.00	499.45	200.00	1,150.42	1,200.00	350.00	
534900	Supplies	0.00	2,388.68	0.00	0.00	0.00	0.00	
592999	Transfer Out	0.00	231.48	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	6,873.00	6,068.91	6,432.00	3,255.07	6,432.00	6,342.00	
598000	Indirect Cost Allocation	1,958.00	2,814.18	2,719.00	1,554.15	2,719.00	4,144.00	
	Total expense:	**36,958.00**	**42,681.18**	**37,719.00**	**19,607.67**	**36,951.00**	**39,144.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-5,129.52**	**768.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54163 Overdose Fatality Review			
435510	**State Aid - Public Health**		
	Grant	35,000.00	
		Total 435510 State Aid - Public Health:	35,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	4,144.00	
		Total 474600 Indirect Cost Allocation Rev:	4,144.00
		Total revenue:	**39,144.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	17,941.00	
		Total 511100 Salaries and Wages:	17,941.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	3,323.00	
		Total 515000 Fringe Benefits:	3,323.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	6,021.00	
		Total 515400 Health Insurance Benefit:	6,021.00
522300	**Cell Phone Costs**		
	One Cell Phone Allowance	540.00	
		Total 522300 Cell Phone Costs:	540.00
531200	**Copies/Printing**		
	Per Historical Usage	75.00	
		Total 531200 Copies/Printing:	75.00
532200	**Public Education/Materials**		
	Per Historical Usage	155.00	
		Total 532200 Public Education/Materials:	155.00
533000	**Mileage/Travel**		
	Per Historical Usage	253.00	

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54163 Overdose Fatality Review

		Total 533000 Mileage/Travel:	253.00
533500	**Conventions & Meetings**		
	Per Historical Usage	350.00	
		Total 533500 Conventions & Meetings:	350.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	6,342.00	
		Total 595200 AMSO Expenditure Transfer:	6,342.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	4,144.00	
		Total 598000 Indirect Cost Allocation:	4,144.00
		Total expense:	**39,144.00**
		Total Account # 204-68-54163 Overdose Fatality Review Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54164 COVID Contact Tracing								
435550	State Aid - COVID	76,661.00	354,514.00	32,898.00	34,404.00	66,814.00	84,000.00	
474600	Indirect Cost Allocation Rev	23,129.00	33,238.79	21,536.00	12,310.15	21,536.00	11,392.00	
	Total revenue without property tax:	**99,790.00**	**387,752.79**	**54,434.00**	**46,714.15**	**88,350.00**	**95,392.00**	
511100	Salaries and Wages	50,008.00	172,333.25	12,000.00	17,046.15	39,400.00	47,720.00	
511200	Overtime	0.00	11,687.12	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	9,051.00	28,935.70	2,172.00	2,778.78	6,400.00	8,684.00	
515400	Health Insurance Benefit	0.00	36,208.54	0.00	3,216.70	7,000.00	5,037.00	
521237	Interpreter Services	0.00	79.62	50.00	0.00	50.00	100.00	
522300	Cell Phone Costs	0.00	9,012.28	7,878.00	1,465.86	3,749.00	2,700.00	
531000	Office Supplies	100.00	14.55	175.00	0.00	175.00	328.00	
531100	Postage	100.00	53.25	150.00	0.53	15.00	175.00	
531200	Copies/Printing	0.00	0.00	75.00	0.00	75.00	75.00	
531500	Maintenance/Service Agreements	0.00	7,065.97	4,628.00	1,929.04	600.00	4,400.00	
532200	Public Education/Materials	150.00	0.00	150.00	0.00	150.00	0.00	
533000	Mileage/Travel	200.00	5.63	200.00	0.00	200.00	0.00	
534200	Medical Supplies	2,077.00	0.00	2,094.00	0.00	1,500.00	500.00	
592999	Transfer Out	0.00	33,239.67	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	14,975.00	55,878.42	3,326.00	6,544.49	7,500.00	14,281.00	
598000	Indirect Cost Allocation	23,129.00	33,238.79	21,536.00	12,310.15	21,536.00	11,392.00	
	Total expense:	**99,790.00**	**387,752.79**	**54,434.00**	**45,291.70**	**88,350.00**	**95,392.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**1,422.45**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54164 COVID Contact Tracing			
435550	**State Aid - COVID**		
	Grant	84,000.00	
		Total 435550 State Aid - COVID:	84,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	11,392.00	
		Total 474600 Indirect Cost Allocation Rev:	11,392.00
		Total revenue:	**95,392.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	47,720.00	
		Total 511100 Salaries and Wages:	47,720.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	8,684.00	
		Total 515000 Fringe Benefits:	8,684.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	5,037.00	
		Total 515400 Health Insurance Benefit:	5,037.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	100.00	
		Total 521237 Interpreter Services:	100.00
522300	**Cell Phone Costs**		
	Five Cell Phone Allowances	2,700.00	
		Total 522300 Cell Phone Costs:	2,700.00
531000	**Office Supplies**		
	Per Historical Usage	328.00	
		Total 531000 Office Supplies:	328.00
531100	**Postage**		
	Per Historical Usage	175.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54164 COVID Contact Tracing

		Total 531100 Postage:	175.00
531200	**Copies/Printing**		
	Per Historical Usage	75.00	
		Total 531200 Copies/Printing:	75.00
531500	**Maintenance/Service Agreements**		
	ESRI, Inc.	2,000.00	
	Twilio Subscription	2,400.00	
		Total 531500 Maintenance/Service Agreements:	4,400.00
534200	**Medical Supplies**		
	Per Historical Usage	500.00	
		Total 534200 Medical Supplies:	500.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	14,281.00	
		Total 595200 AMSO Expenditure Transfer:	14,281.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	11,392.00	
		Total 598000 Indirect Cost Allocation:	11,392.00
		Total expense:	**95,392.00**
		Total Account # 204-68-54164 COVID Contact Tracing Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54165 GYT - Get Yourself Tested								
435510	State Aid - Public Health	2,000.00	0.00	2,000.00	0.00	1,000.00	2,000.00	
465142	Program Revenues	0.00	1,500.00	0.00	0.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	83.00	119.64	116.00	66.45	116.00	231.00	
492999	Transfer In	0.00	405.52	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**2,083.00**	**2,025.16**	**2,116.00**	**66.45**	**1,116.00**	**2,231.00**	
511100	Salaries and Wages	778.00	889.32	802.00	331.88	350.00	1,079.00	
515000	Fringe Benefits	144.00	161.82	149.00	52.24	45.00	200.00	
515400	Health Insurance Benefit	266.00	448.79	259.00	58.88	125.00	336.00	
532200	Public Education/Materials	511.00	0.00	496.00	0.00	200.00	0.00	
533000	Mileage/Travel	0.00	0.00	10.00	5.63	10.00	10.00	
595200	AMSO Expenditure Transfer	301.00	405.59	284.00	0.00	284.00	375.00	
598000	Indirect Cost Allocation	83.00	119.64	116.00	66.45	116.00	231.00	
	Total expense:	**2,083.00**	**2,025.16**	**2,116.00**	**515.08**	**1,130.00**	**2,231.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-448.63**	**-14.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54165 GYT - Get Yourself Tested			
435510	**State Aid - Public Health**		
	Grant	2,000.00	
		Total 435510 State Aid - Public Health:	2,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	231.00	
		Total 474600 Indirect Cost Allocation Rev:	231.00
		Total revenue:	**2,231.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	1,079.00	
		Total 511100 Salaries and Wages:	1,079.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	200.00	
		Total 515000 Fringe Benefits:	200.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	336.00	
		Total 515400 Health Insurance Benefit:	336.00
533000	**Mileage/Travel**		
	Per Historical Usage	10.00	
		Total 533000 Mileage/Travel:	10.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	375.00	
		Total 595200 AMSO Expenditure Transfer:	375.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	231.00	
		Total 598000 Indirect Cost Allocation:	231.00

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Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54165 GYT - Get Yourself Tested

	Total expense:	**2,231.00**
	Total Account # 204-68-54165 GYT - Get Yourself Tested Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54171	**Food Safety Recreation License**							
441100	License Fees	205,641.00	228,125.00	266,807.00	224,640.00	266,807.00	286,807.00	
474600	Indirect Cost Allocation Rev	15,138.00	21,754.80	18,822.00	13,438.29	18,822.00	34,926.00	
	Total revenue without property tax:	**220,779.00**	**249,879.80**	**285,629.00**	**238,078.29**	**285,629.00**	**321,733.00**	
411100	General Property Taxes	36,457.00	36,457.00	0.00	0.00	0.00	0.00	
	Total revenue with property tax:	**257,236.00**	**286,336.80**	**285,629.00**	**238,078.29**	**285,629.00**	**321,733.00**	
511100	Salaries and Wages	116,624.00	117,486.87	130,024.00	66,534.33	122,987.00	143,289.00	
515000	Fringe Benefits	21,620.00	21,070.36	24,095.00	12,068.10	22,150.00	26,519.00	
515400	Health Insurance Benefit	35,608.00	32,830.85	40,903.00	17,137.33	33,208.00	39,909.00	
521200	Contracted Services	0.00	20.00	0.00	0.00	0.00	0.00	
522300	Cell Phone Costs	1,080.00	1,329.42	1,218.00	591.31	1,419.00	1,419.00	
531000	Office Supplies	100.00	316.79	100.00	67.24	100.00	100.00	
531100	Postage	100.00	524.45	600.00	564.12	600.00	600.00	
531200	Copies/Printing	0.00	10.00	0.00	0.00	0.00	0.00	
531400	Equipment < $5,000	50.00	757.63	500.00	0.00	50.00	50.00	
531500	Maintenance/Service Agreements	0.00	837.78	0.00	0.00	0.00	0.00	
531902	State Fees	16,300.00	14,476.00	17,037.00	0.00	17,037.00	17,060.00	
533000	Mileage/Travel	5,734.00	6,412.31	5,760.00	3,426.21	5,945.00	7,867.00	
533500	Conventions & Meetings	800.00	1,327.80	800.00	11.00	700.00	800.00	
534900	Supplies	0.00	311.91	0.00	0.00	0.00	450.00	
592999	Transfer Out	0.00	26,397.17	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	44,082.00	40,746.68	45,770.00	22,709.78	45,770.00	48,744.00	
598000	Indirect Cost Allocation	15,138.00	21,754.80	18,822.00	13,438.29	18,822.00	34,926.00	
	Total expense:	**257,236.00**	**286,610.82**	**285,629.00**	**136,547.71**	**268,788.00**	**321,733.00**	
	Revenue - Expense:	**0.00**	**-274.02**	**0.00**	**101,530.58**	**16,841.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54171 Food Safety Recreation License			
441100	**License Fees**		
	Licensing Fees	286,807.00	
		Total 441100 License Fees:	286,807.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	34,926.00	
		Total 474600 Indirect Cost Allocation Rev:	34,926.00
		Total revenue:	**321,733.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	143,289.00	
		Total 511100 Salaries and Wages:	143,289.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	26,519.00	
		Total 515000 Fringe Benefits:	26,519.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	39,909.00	
		Total 515400 Health Insurance Benefit:	39,909.00
522300	**Cell Phone Costs**		
	Two Cell Phone Allowances	1,419.00	
		Total 522300 Cell Phone Costs:	1,419.00
531000	**Office Supplies**		
	Per Historical Usage	100.00	
		Total 531000 Office Supplies:	100.00
531100	**Postage**		
	Per Historical Usage	600.00	
		Total 531100 Postage:	600.00
531400	**Equipment < $5,000**		
	Per Historical Usage	50.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

PRELIMINARY

Account # 204-68-54171 Food Safety Recreation License

Account Number	Description	Amount	Total
		Total 531400 Equipment < $5,000:	50.00
531902	**State Fees**		
	HealthSpace Annual Fee	17,060.00	
		Total 531902 State Fees:	17,060.00
533000	**Mileage/Travel**		
	Per Historical Usage	7,867.00	
		Total 533000 Mileage/Travel:	7,867.00
533500	**Conventions & Meetings**		
	Per Historical Usage	800.00	
		Total 533500 Conventions & Meetings:	800.00
534900	**Supplies**		
	Per Historical Usage	450.00	
		Total 534900 Supplies:	450.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	48,744.00	
		Total 595200 AMSO Expenditure Transfer:	48,744.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	34,926.00	
		Total 598000 Indirect Cost Allocation:	34,926.00
		Total expense:	**321,733.00**
		Total Account # 204-68-54171 Food Safety Recreation License Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54172	**Infant Immunization Grant**							
435510	State Aid - Public Health	15,290.00	16,268.00	16,268.00	4,820.00	16,268.00	15,627.00	
474600	Indirect Cost Allocation Rev	798.00	1,146.72	1,184.00	677.05	1,184.00	1,775.00	
	Total revenue without property tax:	**16,088.00**	**17,414.72**	**17,452.00**	**5,497.05**	**17,452.00**	**17,402.00**	
511100	Salaries and Wages	7,494.00	8,223.47	8,204.00	3,446.26	8,204.00	7,840.00	
515000	Fringe Benefits	1,390.00	1,447.70	1,522.00	620.39	1,522.00	1,453.00	
515400	Health Insurance Benefit	2,551.00	2,533.93	2,639.00	1,183.86	2,639.00	2,579.00	
521237	Interpreter Services	45.00	0.00	45.00	0.00	45.00	0.00	
531000	Office Supplies	0.00	123.82	50.00	0.00	50.00	50.00	
531100	Postage	25.00	0.00	25.00	0.00	25.00	25.00	
533000	Mileage/Travel	270.00	164.87	270.00	85.12	270.00	321.00	
534200	Medical Supplies	616.00	744.08	611.00	0.00	611.00	600.00	
592999	Transfer Out	0.00	62.95	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	2,899.00	2,967.18	2,902.00	1,283.15	2,902.00	2,759.00	
598000	Indirect Cost Allocation	798.00	1,146.72	1,184.00	677.05	1,184.00	1,775.00	
	Total expense:	**16,088.00**	**17,414.72**	**17,452.00**	**7,295.83**	**17,452.00**	**17,402.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-1,798.78**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54172 Infant Immunization Grant			
435510	**State Aid - Public Health**		
	Grant	15,627.00	
		Total 435510 State Aid - Public Health:	15,627.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,775.00	
		Total 474600 Indirect Cost Allocation Rev:	1,775.00
		Total revenue:	**17,402.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	7,840.00	
		Total 511100 Salaries and Wages:	7,840.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	1,453.00	
		Total 515000 Fringe Benefits:	1,453.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	2,579.00	
		Total 515400 Health Insurance Benefit:	2,579.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
531100	**Postage**		
	Per Historical Usage	25.00	
		Total 531100 Postage:	25.00
533000	**Mileage/Travel**		
	Per Historical Usage	321.00	
		Total 533000 Mileage/Travel:	321.00
534200	**Medical Supplies**		
	Per Historical Usage	600.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54172 Infant Immunization Grant

		Total 534200 Medical Supplies:	600.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	2,759.00	
		Total 595200 AMSO Expenditure Transfer:	2,759.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,775.00	
		Total 598000 Indirect Cost Allocation:	1,775.00
		Total expense:	**17,402.00**
		Total Account # 204-68-54172 Infant Immunization Grant Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54173 Early Hearing Detection & Prev								
435510	State Aid - Public Health	104,401.00	47,369.00	0.00	0.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	8,334.00	5,850.54	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**112,735.00**	**53,219.54**	**0.00**	**0.00**	**0.00**	**0.00**	
511100	Salaries and Wages	43,223.00	19,558.13	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	8,062.00	2,327.04	0.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	26,644.00	9,370.39	0.00	0.00	0.00	0.00	
522300	Cell Phone Costs	540.00	349.95	0.00	0.00	0.00	0.00	
531000	Office Supplies	50.00	313.29	0.00	0.00	0.00	0.00	
531100	Postage	75.00	90.14	0.00	0.00	0.00	0.00	
531400	Equipment < $5,000	547.00	0.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	2,500.00	716.78	0.00	0.00	0.00	0.00	
533500	Conventions & Meetings	3,000.00	881.03	0.00	0.00	0.00	0.00	
534200	Medical Supplies	0.00	1,712.08	0.00	0.00	0.00	0.00	
592999	Transfer Out	0.00	5,850.24	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	19,760.00	6,199.93	0.00	0.00	0.00	0.00	
598000	Indirect Cost Allocation	8,334.00	5,850.54	0.00	0.00	0.00	0.00	
	Total expense:	**112,735.00**	**53,219.54**	**0.00**	**0.00**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54174	**Forward Health Outreach**							
435510	State Aid - Public Health	20,000.00	19,947.00	20,000.00	5,202.00	20,000.00	20,000.00	
474600	Indirect Cost Allocation Rev	1,318.00	1,894.62	1,982.00	1,117.02	1,982.00	2,823.00	
	Total revenue without property tax:	**21,318.00**	**21,841.62**	**21,982.00**	**6,319.02**	**21,982.00**	**22,823.00**	
511100	Salaries and Wages	9,619.00	10,380.77	10,660.00	5,660.90	10,660.00	10,810.00	
515000	Fringe Benefits	1,784.00	1,885.05	1,978.00	1,024.40	1,978.00	2,000.00	
515400	Health Insurance Benefit	4,215.00	2,254.61	3,217.00	1,203.90	3,217.00	3,165.00	
521237	Interpreter Services	200.00	0.00	200.00	0.00	200.00	100.00	
531000	Office Supplies	50.00	598.00	50.00	0.00	50.00	50.00	
532204	Public Relations	100.00	0.00	100.00	0.00	100.00	50.00	
532600	Advertising	0.00	0.00	0.00	0.00	0.00	50.00	
533000	Mileage/Travel	72.00	4.22	74.00	6.32	74.00	62.00	
533500	Conventions & Meetings	0.00	18.00	0.00	0.00	0.00	0.00	
592999	Transfer Out	0.00	1,895.47	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	3,960.00	2,910.88	3,721.00	1,065.91	3,721.00	3,713.00	
598000	Indirect Cost Allocation	1,318.00	1,894.62	1,982.00	1,117.02	1,982.00	2,823.00	
	Total expense:	**21,318.00**	**21,841.62**	**21,982.00**	**10,078.45**	**21,982.00**	**22,823.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-3,759.43**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54174 Forward Health Outreach			
435510	**State Aid - Public Health**		
	Grant	20,000.00	
		Total 435510 State Aid - Public Health:	20,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	2,823.00	
		Total 474600 Indirect Cost Allocation Rev:	2,823.00
		Total revenue:	**22,823.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	10,810.00	
		Total 511100 Salaries and Wages:	10,810.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	2,000.00	
		Total 515000 Fringe Benefits:	2,000.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	3,165.00	
		Total 515400 Health Insurance Benefit:	3,165.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	100.00	
		Total 521237 Interpreter Services:	100.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
532204	**Public Relations**		
	Per Historical Usage	50.00	
		Total 532204 Public Relations:	50.00
532600	**Advertising**		
	Per Historical Usage	50.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54174 Forward Health Outreach

		Total 532600 Advertising:	50.00
533000	**Mileage/Travel**		
	Per Historical Usage	62.00	
		Total 533000 Mileage/Travel:	62.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	3,713.00	
		Total 595200 AMSO Expenditure Transfer:	3,713.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	2,823.00	
		Total 598000 Indirect Cost Allocation:	2,823.00
		Total expense:	**22,823.00**
		Total Account # 204-68-54174 Forward Health Outreach Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54176 Environmental Health								
435510	State Aid - Public Health	0.00	0.00	44,000.00	0.00	44,000.00	0.00	
465610	Other Revenues	2,900.00	2,398.18	4,900.00	578.28	4,900.00	2,400.00	
474600	Indirect Cost Allocation Rev	1,330.00	1,911.24	3,560.00	2,860.55	3,560.00	10,726.00	
492209	Transfer In - Special Revenue	0.00	12,982.33	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**4,230.00**	**17,291.75**	**52,460.00**	**3,438.83**	**52,460.00**	**13,126.00**	
411100	General Property Taxes	20,295.00	20,295.00	67,505.00	67,505.00	67,505.00	82,005.00	
	Total revenue with property tax:	**24,525.00**	**37,586.75**	**119,965.00**	**70,943.83**	**119,965.00**	**95,131.00**	
511100	Salaries and Wages	10,595.00	6,382.83	57,592.00	4,562.31	25,000.00	44,590.00	
515000	Fringe Benefits	1,964.00	1,150.89	10,663.00	818.10	5,500.00	8,252.00	
515400	Health Insurance Benefit	3,252.00	2,616.63	21,013.00	936.87	11,000.00	13,043.00	
521200	Contracted Services	2,500.00	315.00	2,500.00	300.00	2,500.00	0.00	
522300	Cell Phone Costs	0.00	0.00	606.00	0.00	0.00	0.00	
531000	Office Supplies	50.00	14.99	0.00	68.00	0.00	50.00	
531100	Postage	0.00	864.47	1,150.00	0.00	1,150.00	1,000.00	
531500	Maintenance/Service Agreements	0.00	427.50	0.00	0.00	0.00	0.00	
532200	Public Education/Materials	0.00	1,333.05	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	500.00	1,807.33	1,531.00	261.87	1,531.00	2,023.00	
533500	Conventions & Meetings	0.00	185.00	0.00	180.79	0.00	0.00	
534200	Medical Supplies	325.00	480.00	400.00	0.00	150.00	500.00	
581000	Capital Equipment > $5,000	0.00	17,663.16	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	4,009.00	2,434.66	20,950.00	1,102.63	10,000.00	14,281.00	
598000	Indirect Cost Allocation	1,330.00	1,911.24	3,560.00	2,860.55	3,560.00	11,392.00	
	Total expense:	**24,525.00**	**37,586.75**	**119,965.00**	**11,091.12**	**60,391.00**	**95,131.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**59,852.71**	**59,574.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54176 Environmental Health			
411100	**General Property Taxes**		
	Tax Levy from 2023	67,505.00	
	New Tax Levy	14,500.00	
		Total 411100 General Property Taxes:	82,005.00
465610	**Other Revenues**		
	Radon Test Kits Sales	400.00	
	Chippewa Falls City Contract	2,000.00	
		Total 465610 Other Revenues:	2,400.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	10,726.00	
		Total 474600 Indirect Cost Allocation Rev:	10,726.00
		Total revenue:	**95,131.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	44,590.00	
		Total 511100 Salaries and Wages:	44,590.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	8,252.00	
		Total 515000 Fringe Benefits:	8,252.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	13,043.00	
		Total 515400 Health Insurance Benefit:	13,043.00
531000	**Office Supplies**		
	Per Historical Usage	50.00	
		Total 531000 Office Supplies:	50.00
531100	**Postage**		
	Postage for Beach Water Samples	1,000.00	
		Total 531100 Postage:	1,000.00

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54176 Environmental Health			
533000	**Mileage/Travel**		
	Per Historical Usage	2,023.00	
		Total 533000 Mileage/Travel:	2,023.00
534200	**Medical Supplies**		
	Radon Kit Purchases	500.00	
		Total 534200 Medical Supplies:	500.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	14,281.00	
		Total 595200 AMSO Expenditure Transfer:	14,281.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	11,392.00	
		Total 598000 Indirect Cost Allocation:	11,392.00
		Total expense:	**95,131.00**
		Total Account # 204-68-54176 Environmental Health Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54180 DHS Agreement								
474500	DHS Agreement	99,000.00	88,092.85	99,000.00	0.00	99,000.00	133,000.00	
474600	Indirect Cost Allocation Rev	10,061.00	14,458.86	12,388.00	7,388.06	12,388.00	22,965.00	
	Total revenue without property tax:	**109,061.00**	**102,551.71**	**111,388.00**	**7,388.06**	**111,388.00**	**155,965.00**	
511100	Salaries and Wages	59,399.00	55,629.75	63,655.00	29,139.34	63,655.00	82,345.00	
515000	Fringe Benefits	11,135.00	10,081.86	11,871.00	5,365.01	11,871.00	15,290.00	
515400	Health Insurance Benefit	7,518.00	5,005.91	3,608.00	2,841.76	3,608.00	9,379.00	
521237	Interpreter Services	0.00	76.30	0.00	175.83	0.00	200.00	
522300	Cell Phone Costs	540.00	568.83	540.00	197.18	540.00	540.00	
531000	Office Supplies	15.00	12.09	15.00	0.00	15.00	23.00	
531100	Postage	50.00	41.42	50.00	17.80	50.00	50.00	
533000	Mileage/Travel	552.00	321.04	689.00	17.60	689.00	300.00	
595200	AMSO Expenditure Transfer	19,791.00	16,355.65	18,572.00	8,958.61	18,572.00	24,873.00	
598000	Indirect Cost Allocation	10,061.00	14,458.86	12,388.00	7,388.06	12,388.00	22,965.00	
	Total expense:	**109,061.00**	**102,551.71**	**111,388.00**	**54,101.19**	**111,388.00**	**155,965.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-46,713.13**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54180 DHS Agreement			
474500	**DHS Agreement**		
	SPOE Revenue	133,000.00	
		Total 474500 DHS Agreement:	133,000.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	22,965.00	
		Total 474600 Indirect Cost Allocation Rev:	22,965.00
		Total revenue:	**155,965.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	82,345.00	
		Total 511100 Salaries and Wages:	82,345.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	15,290.00	
		Total 515000 Fringe Benefits:	15,290.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	9,379.00	
		Total 515400 Health Insurance Benefit:	9,379.00
521237	**Interpreter Services**		
	Language Line Interpreter Services	200.00	
		Total 521237 Interpreter Services:	200.00
522300	**Cell Phone Costs**		
	One Cell Phone Allowance	540.00	
		Total 522300 Cell Phone Costs:	540.00
531000	**Office Supplies**		
	Per Historical Usage	23.00	
		Total 531000 Office Supplies:	23.00
531100	**Postage**		
	Per Historical Usage	50.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54180 DHS Agreement

		Total 531100 Postage:	50.00
533000	**Mileage/Travel**		
	Per Historical Usage	300.00	
		Total 533000 Mileage/Travel:	300.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	24,873.00	
		Total 595200 AMSO Expenditure Transfer:	24,873.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	22,965.00	
		Total 598000 Indirect Cost Allocation:	22,965.00
		Total expense:	**155,965.00**
		Total Account # 204-68-54180 DHS Agreement Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54182 HCET (Health Care, Ed & Tr)								
435510	State Aid - Public Health	7,500.00	0.00	7,500.00	0.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	296.00	425.46	406.00	232.05	0.00	0.00	
	Total revenue without property tax:	**7,796.00**	**425.46**	**7,906.00**	**232.05**	**0.00**	**0.00**	
511100	Salaries and Wages	2,524.00	0.00	2,603.00	0.00	0.00	0.00	
515000	Fringe Benefits	468.00	0.00	483.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	946.00	0.00	904.00	0.00	0.00	0.00	
534900	Supplies	2,563.00	0.00	2,574.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	999.00	0.00	936.00	0.00	0.00	0.00	
598000	Indirect Cost Allocation	296.00	425.46	406.00	232.05	0.00	0.00	
	Total expense:	**7,796.00**	**425.46**	**7,906.00**	**232.05**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54184 Childhood Lead Poisoning Prev.								
435510	State Aid - Public Health	9,363.00	7,593.00	9,693.00	927.00	9,693.00	9,025.00	
474600	Indirect Cost Allocation Rev	567.00	814.38	802.00	458.55	802.00	1,057.00	
492209	Transfer in - Special Revenue	0.00	710.88	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**9,930.00**	**9,118.26**	**10,495.00**	**1,385.55**	**10,495.00**	**10,082.00**	
511100	Salaries and Wages	4,714.00	3,812.73	4,919.00	952.60	4,919.00	4,679.00	
515000	Fringe Benefits	874.00	682.18	912.00	168.90	912.00	865.00	
515400	Health Insurance Benefit	1,812.00	1,689.35	1,787.00	120.72	1,787.00	1,535.00	
531000	Office Supplies	29.00	299.00	30.00	0.00	30.00	29.00	
531100	Postage	0.00	13.75	50.00	19.50	50.00	50.00	
533000	Mileage/Travel	58.00	170.34	207.00	0.00	207.00	122.00	
533500	Conventions & Meetings	0.00	115.83	0.00	0.00	0.00	100.00	
595200	AMSO Expenditure Transfer	1,876.00	1,520.70	1,788.00	115.97	1,788.00	1,645.00	
598000	Indirect Cost Allocation	567.00	814.38	802.00	458.55	802.00	1,057.00	
	Total expense:	**9,930.00**	**9,118.26**	**10,495.00**	**1,836.24**	**10,495.00**	**10,082.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-450.69**	**0.00**	**0.00**	

Submitted by:

Department/Division Head _____ Date _____

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54184 Childhood Lead Poisoning Prev.			
435510	**State Aid - Public Health**		
	Grant	9,025.00	
		Total 435510 State Aid - Public Health:	9,025.00
474600	**Indirect Cost Allocation Rev**		
	Indirect Revenue Allocation	1,057.00	
		Total 474600 Indirect Cost Allocation Rev:	1,057.00
		Total revenue:	**10,082.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	4,679.00	
		Total 511100 Salaries and Wages:	4,679.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	865.00	
		Total 515000 Fringe Benefits:	865.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	1,535.00	
		Total 515400 Health Insurance Benefit:	1,535.00
531000	**Office Supplies**		
	Per Historical Usage	29.00	
		Total 531000 Office Supplies:	29.00
531100	**Postage**		
	Per Historical Usage	50.00	
		Total 531100 Postage:	50.00
533000	**Mileage/Travel**		
	Per Historical Usage	122.00	
		Total 533000 Mileage/Travel:	122.00
533500	**Conventions & Meetings**		
	Per Historical Usage	100.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total

PRELIMINARY

Account # 204-68-54184 Childhood Lead Poisoning Prev.

		Total 533500 Conventions & Meetings:	100.00
595200	**AMSO Expenditure Transfer**		
	Per Salary Allocation	1,645.00	
		Total 595200 AMSO Expenditure Transfer:	1,645.00
598000	**Indirect Cost Allocation**		
	Per Sequoia Allocated Costs	1,057.00	
		Total 598000 Indirect Cost Allocation:	1,057.00
		Total expense:	**10,082.00**
		Total Account # 204-68-54184 Childhood Lead Poisoning Prev. Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54186 Charity Outreach Program								
465142	Program Revenues	500.00	0.00	500.00	0.00	500.00	500.00	
492209	Transfer In - Special Revenue	0.00	39.98	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**500.00**	**39.98**	**500.00**	**0.00**	**500.00**	**500.00**	
579101	Charities Expended	500.00	39.98	500.00	179.97	500.00	500.00	
	Total expense:	**500.00**	**39.98**	**500.00**	**179.97**	**500.00**	**500.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-179.97**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
Account # 204-68-54186 Charity Outreach Program			
465142	**Program Revenues**		
	Program Revenues	500.00	
		Total 465142 Program Revenues:	500.00
		Total revenue:	**500.00**
579101	**Charities Expended**		
	Charities Expended	500.00	
		Total 579101 Charities Expended:	500.00
		Total expense:	**500.00**
		Total Account # 204-68-54186 Charity Outreach Program Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 204-68-54190 Public Health Donation Expendi								
485000	Donations & Contributions	1,000.00	314.00	1,000.00	38.00	500.00	1,000.00	
	Total revenue without property tax:	**1,000.00**	**314.00**	**1,000.00**	**38.00**	**500.00**	**1,000.00**	
579101	Charities Expended	1,000.00	0.00	1,000.00	245.00	500.00	1,000.00	
592999	Transfer Out	0.00	39.98	0.00	0.00	0.00	0.00	
	Total expense:	**1,000.00**	**39.98**	**1,000.00**	**245.00**	**500.00**	**1,000.00**	
	Revenue - Expense:	**0.00**	**274.02**	**0.00**	**-207.00**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	Amount	Total
PRELIMINARY			
485000	**Donations & Contributions**		
	Donations	1,000.00	
		Total 485000 Donations & Contributions:	1,000.00
		Total revenue:	**1,000.00**
579101	**Charities Expended**		
	DonationsExpended	1,000.00	
		Total 579101 Charities Expended:	1,000.00
		Total expense:	**1,000.00**
		Total Account # 204-68-54190 Public Health Donation Expendi Detail:	**0.00**

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
	Grand total revenue without property tax:	1,832,783.00	2,232,428.76	2,046,762.00	835,427.56	2,147,082.00	2,131,226.00	
	Grand total property tax:	802,187.00	802,187.00	808,860.00	808,860.00	808,860.00	983,860.00	
	Grand total revenue with property tax:	2,634,970.00	3,034,615.76	2,855,622.00	1,644,287.56	2,955,942.00	3,115,086.00	
	Grand total expense:	2,634,970.00	2,875,233.32	2,855,622.00	1,343,308.83	2,741,608.00	3,115,086.00	
	Grand total revenue - expense:	0.00	159,382.44	0.00	300,978.73	214,334.00	0.00	

Attachment: PH EBC Budget Justification - 2024 (7816 : Public Health 2024 Budget - Brittnay

DRAFT

STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE TWO FULL-TIME COMPREHENSIVE COMMUNITY SERVICES SOCIAL WORKER POSITIONS IN THE RECOVERY AND WELLNESS CONSORTIUM DIVISION OF THE DEPARTMENT OF HUMAN SERVICES

Passage of this resolution will create two (2) full-time social worker positions in the Recovery and Wellness Consortium (RWC) Division of the Department of Human Services. The positions will provide intervention services for adults with mental health and/or substance use disorders through the Comprehensive Community Services (CCS) program.

These positions will be filled after January 1, 2024 and when consumer numbers dictate additional positions are needed. The CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County. Both the federal and state governments continue to add funding to the CCS program in an effort to address mental health and substance abuse issues.

The Wisconsin Department of Health Services which administers the program does not allow for waitlists for consumers to receive services to exist. In June of 2019 the RWC was cited for having a waitlist.

A portion of referrals into adult CCS comes through children who are already enrolled in the program and have turned 18 years old. Historically 60% of these consumers actually continue on in the adult CCS program. Currently we anticipate about 18 new enrollments from the children's program into the adult CCS program in 2024. Self-referrals have accounted for an additional 27 participants through 2022 to date.

While CCS is an intervention, it is also a prevention program in that it prevents and or delays the placement of adults in much costlier deep end placements. The costs for placements in facilities such as Winnebago Mental Health Institute and Trempealeau County Health Care Center range from $1,450 per day to $10,000 per month. Due to a shortage of local hospital resources, consumers often end up being transported across the state to Winnebago, which also impacts law enforcement who are required to transport the individuals. This also impacts the courts and Corporation Counsel. The Winnebago related hospital costs alone have continued to climb in recent years from 2018 at $116,253 to 2019 at $301,072 to 2020 at

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

$339,057 to 2021 at $493,561 to 2022 at $539,301.

Without the addition of these requested positions to address the additional referrals, the Department will not remain in compliance with the State's no waitlist mandate. This resolution will authorize the Department of Human Services to use the federal and state funds already allocated to the CCS program in 2023 and continue into future fiscal years.

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Resolution No.

RESOLUTION TO CREATE TWO FULL-TIME COMPREHENSIVE COMMUNITY SERVICES SOCIAL WORKER POSITIONS IN THE RECOVERY AND WELLNESS CONSORTIUM DIVISION OF THE DEPARTMENT OF HUMAN SERVICES

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues; and

WHEREAS, CCS services are provided to individuals across the lifespan, however the consumer must meet certain functional and financial eligibility requirements, including a determination that the consumer will benefit from CCS services; and

WHEREAS, the Wisconsin Department of Health Services does not allow for a waitlist for consumers to receive CCS program services to exist, but in June of 2019 the Recovery and Wellness Consortium was cited for having such a waitlist; and

WHEREAS, the CCS program is expected to enroll about 40 or so adults through the end of 2024, considering attrition; and

WHEREAS, a full caseload for a CCS worker is about 20 adults; and

WHEREAS, the use of CCS prevents and or delays the placement of adults in costly out of home placements such as Winnebago Mental Health Institute (cost upwards of $1,450 per day) and the Trempealeau County Health Care Center (costs are approximately $10,000 per month; and

WHEREAS, due to a shortage of local hospital resources, consumers often are being transported across the state to Winnebago Mental Health Institute by law enforcement, which has had a detrimental impact upon their budgets for these trips alone, not to mention court and Corporation Counsel time; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that the Recovery and Wellness Consortium (RWC) Division be provided with two (2) new positions to provide CCS services to address the increase in services needs for adults with mental health and/or substance use disorders;

WHEREAS, it is also recommended these positions be filled after January 1, 2024 and when consumer numbers dictate additional adult CCS social workers are needed: and

WHEREAS, these CCS positions will be fully funded through CCS funding from the state

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

and federal governments; and

WHEREAS, the Health and Human Services Board has reviewed and does approve the creation of two (2) full-time social worker positions in the Recovery and Wellness Consortium Division of the Department of Human Services to provide CCS to adults;

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2024, two (2) full-time Social Worker positions are hereby created in the Recovery and Wellness Consortium of the Department of Human Services to provide CCS services to adults and serve consumers as they become eligible; and

BE IT FURTHER RESOLVED, that these positions be filled after January 1, 2024 and when consumer numbers dictate additional CCS social workers are needed; and

BE IT FURTHER RESOLVED, that these positions shall be funded by using the Medicaid revenue generated by these positions as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that commencing in 2024, the Department of Human Services shall utilize the Medicaid revenue from state and federal funding sources to permanently fund these positions; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund these positions no longer be available or be reduced significantly, these positions may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded with Medicaid CCS and CLTS Waiver

Wages and Benefits	$194,892
Other Costs	4,200
Total 2023 Estimated Cost	$199,092

08/1/2023 Executive Committee

Approved as to Form:

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

Todd A. Pauls, Corporation Counsel 6/6/2023

Lori Zwiefelhofer, Finance Director 6/7/2023

Randy B. Scholz, County Administrator 6/8/2023

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Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Human Services Division: Recovery & Wellness Consortium (RWC)

Current Job Description Title: Social Worker I II III CCS-RWC (two positions) Anticipated Start Date: TBD 2024

Proposed Job Description Title: (if different) _____

Direct Supervisor: Tom Diel

Current/Past Employee Name (blank if new position): NEW No. of Years Served in Position: _____

Current Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):
Forecasting of referrals and assigned cases in adult Comprehensive Community Services (CCS) indicates a need for a minimum of two positions in calendar year 2024 to stay in line with consumer needs. Attrition of cases and capacity have been calculated. These positions are fully funded, no levy dollars are needed.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☐ Non-Represented

FLSA Status: ☒ Exempt ☐ Non-Exempt

Is the position mandated? ☒ Yes ☐ No
If yes, provide statute, regulation, etc.
CCS - WI DHS Chapter 36

Position Justification Description (Why is the position needed?):
These positions are needed to maintain the program and stay in compliance with no wait list mandates.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)
55 percent productivity per month.

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☐ Yes ☒ No
Please explain:

Due to the complexities and fiscal responsibilities of the program it is best administered in-house.

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

CCS is a highly technical program that needs skilled, trained staff. Training takes several months. Specific credentials are required.

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____
Description of Anticipated Work Schedule _____
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

Significantly high wait list and possible citation from the State again. Staff burn-out and turnover. Lack of access to mental health services in the county for our youth. Increased high end out of home placements.

For new positions, is there office space available for this position? ☐ Yes ☒ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☒ Yes ☐ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

Office location note - telecommuting proposal to be discussed.

This position fits the County plan to improve mental health access for the citizens of Chippewa County.

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

n/a - new positions (Per Personnel Cost Report (PCR)) + _____ (Per Benefit Estimate Report (BER)) = _____ **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: 209-85-54312

(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact

Starting Wage/Hire (WPPA) 23.61 of Pay Grade O

23.61 (Starting Hourly Rate) X 2 positions x 2080 = 4160 (Maximum Hours (2080, 1500, 1040 or 975)) = 98,217.60 (Total Wages Minimum Impact)

98,217.60 (Total Wages Minimum Impact) + 18,415.80 (Fringe Benefits* (Use percentage below)) + 47,976 (Health Insurance **) = 164,609.40 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact

Position Point Wage/Max Step (WPPA) 29.74 of Pay Grade Q

29.74 (Position Point Hourly Rate) X 2 positions x 2080 = 4160 (Maximum Hours (2080, 1500, 1040 or 975)) = 123,718.40 (Total Wages Maximum Impact)

123,718.40 (Total Wages Position Point Impact) + 23,197.20 (Fringe Benefits* (Use percentage below)) + 47,976 (Health Insurance **) = 194,891.60 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% Protective WRS Position: 25% Current LTE: 18% New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

_____ (Wage Less Overtime) + _____ (Fringe Benefits Less Overtime) = _____ **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 4200
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 4200

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

2023 FUNDING SOURCES

☒ Federal/State (Specify) Medicaid - CCS	100 %	$ 199,091.60
☐ County Tax Levy	%	$
☐ County Other (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Other (Specify)	%	$
TOTAL	100%	$ 199,091.60 *

***Must match above total maximum fiscal impact and other costs**

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Tim Easker 5/25/23
Department Head Recommendation — Date

2. [signature] 5/25/23
Human Resources Division Review — Date
☒ Recommend ☐ Not Recommend

3. Lori Zwiefelhofer 5/26/23
Finance Division Review — Date
☒ Recommend ☐ Not Recommend

4. [signature] 6.4.23
County Administrator Approval — Date
☑ Approved ☐ Denied

5. _____
County Board Approval — Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments:

These position requests are approved but contingent upon acceptable space plan to County Administrator by June 30th.

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Social Worker - Comprehensive Community Services (CCS), Community Support Program (CSP), Children's Long-Term Support-Waiver (CLTS) and Crisis

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FLSA: Exempt **Salary Range: P**
Reports To: Human Services Division Manager/Supervisor
(Divisions –CYFS or RWC)

Department: Human Services **Date: May 2023**

JOB SUMMARY

The job duties of the Social Worker – CCS, CSP, CLTS and Crisis include but are not limited to providing the following types of services: needs assessment, crisis intervention, case planning, advocacy and development of community resources; to provide services to both children and adults with varying disabilities, functioning levels, substance use and mental health needs; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Social Worker - CCS, CSP, CLTS and Crisis might be asked to perform. This job description is to incorporate any county ordinances created for the position of Social Worker - CCS, CSP, CLTS and Crisis. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Work to protect children, elderly and at-risk adults; preserve families and individuals and utilize community-based resources whenever possible by serving consumers in the least restrictive environment and utilize out-of-home placements only when all other resources have been exhausted. Assess and evaluate prospective consumer's immediate situation, determine appropriate response, and assure that response is made. Assess and intervene as necessary in crisis situations. Refer to and involve other community resources as needed.
- Engage consumers in their homes and other community settings as necessary.
- Utilize trauma informed care principles in all interactions with consumers and their families.
- Coordinate access to services, ensure services are provided in an appropriate and timely manner, review progress, and terminate services when goals are attained.
- In collaboration with the consumer and his/her supports, conducts comprehensive, strength-based assessments through interviews, home visits and collecting of collateral information.
- Inform consumers about available community resources and how to independently gain access to needed services.
- Work to achieve services and treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
- Maintain documentation that meets professional practice, billing expectations, and program standards.
- Complete court documents related to mental health or other program areas and provide testimony.
- Attend and participate in staff meetings, supervision times, and other scheduled meetings.
- Participate in employee engagement and strategic planning processes to create and maintain a healthy work environment.
- Develop professional knowledge and skills by attending training events, conferences, and workshops.

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

- When assigned, speak to the community and other organizations to provide public education.
- Use discretion with consumers; observe rules of confidentiality and maintain non-judgmental attitude.
- Perform job duties in adherence with Federal laws, State Statutes and Wisconsin Department of Health Services Administrative Code and standards.

Customers:

- All prospective, current or past DHS consumers.

Team Members:

- Any professional or paraprofessional we work with in the serving of consumers.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) required.
- Must possess a Social Work Certification upon hire.
- Minimum of one (1) year of full-time or part-time work experience required.
- Program specific training may be an additional requirement where relevant.
- A valid driver's license required.

Note: Upon hire, anyone in possession of a Professional Counselor license or another license from another human service related field will be unable to utilize the title social worker, publicly identify themselves as a social worker, or practice utilizing the title of Social Worker. The term "social worker" is exclusive solely for the purpose of this job description.

If an applicant or employee does not have a Social Worker Certification upon hire, they may be hired as a Case Worker in DHS while obtaining their certification. Please refer to Case Manager in DHS job description for further details including pay range. Upon completion of the certification, the employee shall notify their manager to be reclassified as a Social Worker. Typically, this will occur on the next pay period upon proof of certification.

SKILLS AND ABILITIES

- Knowledge and understanding of human growth and behavior.
- Ability to maintain a professional demeanor when dealing with the public.
- Knowledge of community resources.
- Ability to work with diverse populations
- Ability to relate to people in an unprejudiced and understanding manner.
- Ability to communicate clearly and effectively, both written and oral.
- Ability to focus on strengths, accurately listen, develop trust with team members, understand multiple perspectives and intervene on ineffective team behavior.
- Utilize person/family-centered planning and use recovery oriented principles.
- Utilize Motivational Interviewing practices.
- Ability to problem-solve and to perform duties in an independent manner while exercising good judgment.

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- Knowledge of laws, regulations and practices pertaining to federal and state public welfare programs. Working knowledge of Chapter 36, 51, 54, 55, 63 and Children's Long-Term Support.
- Working knowledge of Medicaid documentation requirements.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and intermediate knowledge of Microsoft Office software, etc.
- Ability to use GPS relating to county landmarks, roads, and businesses.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.

MATHEMATICAL SKILLS

- Ability to perform basic mathematical calculations.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Works in an office setting as well as working with clients in their homes.
- There can be dangerous and intense situations requiring law enforcement back up such as mental health crisis situations, drug endangered homes and entering homes where there could be a possible risk of physical injury and unpredictability.
- Must be available on a 24 hour basis flexible time schedule. Schedule to be worked out with Department.
- May require travel in all types of weather conditions and changing temperatures.

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to Create 2 CCS Social Worker Positions in

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

Health & Human Services Board
5 County Board Supervisors
4 Citizen Representatives

Aging & Disability Resource Center Board

County Administrator
Randy Scholz

Jessica Barrickman
Operations Administrator
Recovery & Wellness Multi-County Consortium

Rachel Kilde - Clinician
Denise Eder - Lead
Anna McCrackin - DOA IT Division
Yia M. Xiong - DOA IT Division
New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

Human Services Director
Tim Easker

Proposed 01-01-24 Positions

Pauline Spiegel
Lead Administrative Assistant

Department of Administration
Finance Division
Lori Zwiefelhofer, Finance Director

Human Services Operations
FISCAL & CONTRACTS
Paul Brenner, Senior Fiscal Manager
Jordan Hallingstad, Fiscal Manager

1-Jill Johnson (DOA Finance Div)
1-Song Wu (DOA Finance Div.)
1-Brittany Hestekin (DOA Finance Div)
1-Angel Lequia
1-Sarah Nowobielski
1-Laura Gont
1-Tiffany Fedie
1-Julie Martell
1-Michelle Russell (AA)
1-New Position (Accountant)
2-New Positions (Account Assistants)

AGING & DISABILITY RESOURCE CENTER (ADRC) DIVISION
Leslie Fijalkiewicz, Manager

1-Stephanie Rasmussen (DBS)
1-Michelle Fellom (EBS)
1-Sue Koepnick (OC)
1-Sarah Hedlund (OC)
1-Erika Stevens (OC)
1-Kasha White (OC)
.5-Jessica Gibson (OC)
1-Kelly Zimmerman (Nutrition/Transp)
1-Carla Berscheit (DCS-shared with Dunn)
1-Renee Price (AA)
.6-Carrie Schick (AA)
.5-Breanna Schemenauer (AA-DBS/EBS)
.6-Carmen Olson (AA-Sprt Prgrms)
10 PT - Nutrition Program

Line of Authority

Line of Coordination

RECOVERY & WELLNESS CONSORTIUM (RWC) ADULT SERVICES DIVISION
Tom Diel, Manager

1-Ann Rueden (CCS)
1-Amanda (Mandy) Heindl (CCS)
1-Trish Houle (RN)
1-Lisa Hudson (Clinician)
1-Caleb Johnson (CSP)
1-Caitlin (Mitchell) Walton (CCS)
1-Holly Anderson (CCS)
1-Michelle Phelps (AODA)
1-Meghan Eisenbraun (CCS Clinician)
1-David Pfeiffer (CSP)
1-Joyel Metcalf (APS)
1-Vacant (APS)
1-Kimberlyn Sorvaag (Crisis Follow-up)
2-New Positions (CCS)
.6-New Position (Crisis Follow-up)
1-Kim Behnke (AA)
.3-Erin Johnson (WATTS SW)
.20-Dr. Kevin Hess (Contract) May 31
.25-Daniel Erickson (Milkweed Connections)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Birth to 3
Child Protective Services
Ashley Brott, Manager

Erica Campbell, Supervisor (CPS-Access/IA)

1-Allison Oliphant (B-3 Lead Worker)
1-Patty Lemay (B-3)
1-Ann Teuteberg (B-3)
1-Missy Collins (FC/Knsp)
1-Macey Awe (CPS-IA)/Access
1-Claire Courtney (CPS-IA)
1-Rachel Walby (CPS-IA)
1-Christopher McNamara (CPS-IA)
1-Sara Torrence (CPS-IA)
1-Sara Bedford (CPS-Ong)
1-Renee Berthiaume (CPS-Ong)
1-Anna Duske (CPS Ong
1-Ashley Yang (CPS-Ong)
1-Hannah LaBelle (CPS-Ong)
1-Sydney Kwallek (CPS-Ong)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Children with Differing Abilities
Youth Justice
Kyra Secraw, Manager

Karla Halverson, Supervisor (CCS)

1-Amanda Conrad (CWDA/CCS)
1-Erika Ferrin (CWDA/CCS)
1-Kyndra Feirn (CWDA/CCS)
1-Kaitie Indermuehle (CWDA/CCS)
1-Hannah Kleist-Mousel (CWDA/CCS)
1-Tara Mrozinski (CWDA/CCS)
1-Kaijala Burakowski (CWDA/CCS)
1-Apryl Jordan (CWDA/CCS)
1-Tracy Xiong (CWDA/CCS)
1-Jessilyn Balsiger (CWDA/CLTS)
1-Wendy Hable (CWDA/CLTS)
1-Kerri Nowicki (CWDA/CLTS)
1-Serena Schultz (CWDA/CLTS)
1-Chris Kjentvet (CWDA/CLTS)
1-Amy Giani (CWDA/CCS)
4-New Positions (CWDA/CCS)
2-New Positions (CWDA/CLTS)
1- Kerry Krista (YJ-JCI)
.5-Sherry Deyoe (YJ)
1-Amanda D'Jock (YJ)
1-Kaitlin Veseley (YJ)
1-Manda Young (YJ)
1-Geri Sedlacek (AA-CYF)

ECONOMIC SUPPORT (ES) DIVISION
Bobbie Jaeger, Manager

Elizabeth Nyhus, Lead Worker

1-Cindy Carlson (ESS)
1-Brittney Gee (ESS)
1-Rhonda Grzyb-Krista (ESS)
1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create 2 CCS Social Worker Positions in DHS in 2024 (7791 : Resolution to

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STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE TWO SOCIAL WORKER POSITIONS IN THE DEPARTMENT OF HUMAN SERVICES IN 2024 TO PROVIDE CHILDREN'S LONG TERM SUPPORT SERVICES TO CHILDREN

Passage of this resolution will create two (2) full-time social worker positions in the Children Youth and Families Division, Children with Differing Abilities Unit of the Department of Human Services. These positions will provide early intervention services for children with physical and developmental disabilities through the Children's Long Term Support (CLTS or "waiver") program. The positions will be filled after January 1, 2024 and when consumer numbers dictate the positions are needed. The CLTS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County. The federal and state governments continue to add funding to this program in an effort to have services provided early in a child's life.

The Wisconsin Department of Health Services (WIDHS), which administers the CLTS program, does not allow counties to have waitlists for clients waiting to receive the services. This mandate was effective as of July of 2020. Chippewa County received a written warning for having a waitlist in the spring of 2022 and was directed to develop a plan to ensure children receive services as they are enrolled into the program.

Based on data from calendar year 2022 and extrapolated through the end of 2024, the Department of Human Services expects that there will be about 158 more children enrolled into the CLTS program. The Department has one new CLTS position authorized for 2023, which will likely be filled in June. It is anticipated that this 2023 position will absorb 45 of the expected 158 new enrollees, leaving approximately 113 children needing to be served. The Department therefore believes that two additional CLTS social workers will need to be hired in 2024 to meet this increased need and avoid a waitlist.

If these services are not available when needed, families may be unable to stay together because functional skills must be learned at an early age and funding for deep end services such as hospitalization, crisis intervention, and out-of-home placements, will be required at a much higher cost to taxpayers. In addition, without these requested positions to address the additional referrals, the Department will not remain in compliance with the State's no waitlist

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

mandate. This resolution will authorize the Department of Human Services to use the federal and state funds that are currently allocated and will be allocated to the CLTS program in 2024 and continue into future fiscal years.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

Resolution No.

RESOLUTION TO CREATE TWO SOCIAL WORKER POSITIONS IN THE DEPARTMENT OF HUMAN SERVICES IN 2024 TO PROVIDE CHILDREN'S LONG TERM SUPPORT SERVICES TO CHILDREN

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Children's Long-Term Support (CLTS) Program, which provides early intervention services for children with physical and developmental disabilities; and

WHEREAS, CLTS services are provided to children who meet certain functional and financial eligibility requirements; and

WHEREAS, the Wisconsin Department of Health Services has mandated that no county agency shall have a waitlist for their CLTS program, effective July 1, 2020; and

WHEREAS, the CLTS program is expected to enroll approximately 158 more children into the program through the end of 2024, even considering attrition; and

WHEREAS, the Department has been authorized an additional CLTS social worker position in 2023, which has yet to be filled and when filled will be able to provide services for 45 of the expected 158 additional enrollees, leaving an estimated 113 children who will require services; and

WHEREAS, without the addition of two additional CLTS social worker positions to address the additional referrals, the Department will not remain in compliance with the State's no waitlist mandate; and

WHEREAS, the CLTS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County; and

WHEREAS, the federal and state governments continue to add funding for the CLTS program in an effort to have services provided early in a child's life; and

WHEREAS, the consequences of not having services available to children when needed include families being unable to stay together because functional skills must be learned at an early age and costlier deep end services such as hospitalizations, crisis intervention, and out-of-home and out-of-state placements; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that the Children Youth and Family Services Division, Children with Differing Abilities Unit, be provided with two (2) new social worker positions to provide CLTS services to children with special needs; and

WHEREAS, it is also recommended that these positions be filled after January 1, 2024

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

and when consumer numbers dictate additional social worker positions are needed; and

WHEREAS, these CLTS positions would be fully funded through CLTS funding from the state and federal governments; and

WHEREAS, the Health and Human Services Board has reviewed and does approve the creation of two (2) full-time social worker positions in the Children Youth and Families Division, Children with Differing Abilities Unit of the Department of Human Services to provide CLTS services;

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2024, two (2) full-time social worker positions are hereby created in the Children Youth and Families Division, Children with Differing Abilities Unit of the Department of Human Services to ensure children receive services as they become enrolled in the CLTS Program; and

BE IT FURTHER RESOLVED, that these positions be filled after January 1, 2024 and when consumer numbers dictate additional social worker positions are needed to meet demand in the CLTS Program; and

BE IT FURTHER RESOLVED, that these positions shall be funded by Medicaid revenue generated by the positions; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund these positions no longer be available or be reduced significantly, these positions may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded with Medicaid CCS and CLTS Waiver

Wages and Benefits	$194,892
Other Costs	4,200
Total 2024 Estimated Cost	$199,092

08/1/2023 Executive Committee

Approved as to Form:

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

Todd A. Pauls, Corporation Counsel 6/14/2023

Lori Zwiefelhofer, Finance Director 6/15/2023

Randy B. Scholz, County Administrator 6/15/2023

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Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Human Services Division: CYFS - CWDA

Current Job Description Title: ~~CYFS~~ Social Worker - CLTS 2 positions Anticipated Start Date: TBD 2024

Proposed Job Description Title: (if different) _____

Direct Supervisor: Kyra Secraw

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

Forecasting of referrals and assigned cases in CLTS indicates a need for a minimum of 2 positions in calendar year 2024 to stay in line with consumer needs. Attrition of cases and capacity have been calculated. These position are fully funded; no levy dollars are needed.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☒ Non-Represented

FLSA Status: ☒ Exempt ☐ Non-Exempt

Is the position mandated? ☒ Yes ☐ No
If yes, provide statute, regulation, etc.

CLTS program - federal assusrances under S 1915(b) (4)

Position Justification Description (Why is the position needed?):

These positions are needed to maintain the program and stay in compliance with no wait list manadates.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

55% productivity per month.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☐ Yes ☒ No
Please explain:

Due to the complexities and fiscal responsibilities of the program it is best administered in-house.

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

CLTS is a highly technical program that needs skilled, trained staff. Training takes several months. Specific credentials are required.

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____
Description of Anticipated Work Schedule 40 hrs per week consistent with courthouse hours (M-Th 9 hrs & Fri 4 hours
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

Significantly high wait list and probable State intervention. Staff burn-out and turnover. Lack of access to services in the county for our youth with physical and developmental disabilities. Increased high end out of home placements.

For new positions, is there office space available for this position? ☐ Yes ☒ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☒ Yes ☐ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

Office location note - telecommuting proposal to be discussed.

This position fits the County plan to provide support and services to children with disabilities in Chippewa County.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

n/a - new positions + _____ = _____

Per Personnel Cost Report (PCR) | Per Benefit Estimate Report (BER) | **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: 208-80-54533

(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact Starting Wage/Hire (WPPA) 23.61 of Pay Grade O

23.61 (Starting Hourly Rate) X 2 positions x 2080 = 4160 (Maximum Hours (2080, 1500, 1040 or 975)) = 98,217.60 (Total Wages Minimum Impact)

98,217.60 (Total Wages Minimum Impact) + 18,415.80 (Fringe Benefits* (Use percentage below)) + 47,976 (Health Insurance **) = 164,609.40 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact Position Point Wage/Max Step (WPPA) 29.74 of Pay Grade Q

29.74 (Position Point Hourly Rate) X 2 positions x 2080 = 4160 (Maximum Hours (2080, 1500, 1040 or 975)) = 123,718.40 (Total Wages Maximum Impact)

123,718.40 (Total Wages Position Point Impact) + 23,197.20 (Fringe Benefits* (Use percentage below)) + 47,976 (Health Insurance **) = 194,891.60 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% | Protective WRS Position: 25% | Current LTE: 18% | New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

_____ + _____ = _____

Wage Less Overtime | Fringe Benefits Less Overtime | **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 4,200
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 4,200

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

2023 FUNDING SOURCES

☒ Federal/State (Specify) MA CLTS Case Mgmt and DCF grant	100 %	$	199,091.60
☐ County Tax Levy	%	$	
☐ County Other (Specify)	%	$	
☐ Grant (Specify)	%	$	
☐ Grant (Specify)	%	$	
☐ Other (Specify)	%	$	
TOTAL	100%	$	199,091.60 *

***Must match above total maximum fiscal impact and other costs**

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Tim Easker 5/25/23
Department Head Recommendation Date

2. [signature] 5/26/23
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. [signature] 5/26/23
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [signature] 5.26.23
County Administrator Approval Date
☒ Approved ☐ Denied

5. _____
County Board Approval Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments: New position requests approved contingent upon acceptable space plan to County Administrator by 6/30/23.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Social Worker - Comprehensive Community Services (CCS), Community Support Program (CSP), Children's Long-Term Support-Waiver (CLTS) and Crisis

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FLSA: Exempt **Salary Range: P**
Reports To: Human Services Division Manager/Supervisor (Divisions –CYFS or RWC)

Department: Human Services **Date: May 2023**

JOB SUMMARY

The job duties of the Social Worker – CCS, CSP, CLTS and Crisis include but are not limited to providing the following types of services: needs assessment, crisis intervention, case planning, advocacy and development of community resources; to provide services to both children and adults with varying disabilities, functioning levels, substance use and mental health needs; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Social Worker - CCS, CSP, CLTS and Crisis might be asked to perform. This job description is to incorporate any county ordinances created for the position of Social Worker - CCS, CSP, CLTS and Crisis. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Work to protect children, elderly and at-risk adults; preserve families and individuals and utilize community-based resources whenever possible by serving consumers in the least restrictive environment and utilize out-of-home placements only when all other resources have been exhausted. Assess and evaluate prospective consumer's immediate situation, determine appropriate response, and assure that response is made. Assess and intervene as necessary in crisis situations. Refer to and involve other community resources as needed.
- Engage consumers in their homes and other community settings as necessary.
- Utilize trauma informed care principles in all interactions with consumers and their families.
- Coordinate access to services, ensure services are provided in an appropriate and timely manner, review progress, and terminate services when goals are attained.
- In collaboration with the consumer and his/her supports, conducts comprehensive, strength-based assessments through interviews, home visits and collecting of collateral information.
- Inform consumers about available community resources and how to independently gain access to needed services.
- Work to achieve services and treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
- Maintain documentation that meets professional practice, billing expectations, and program standards.
- Complete court documents related to mental health or other program areas and provide testimony.
- Attend and participate in staff meetings, supervision times, and other scheduled meetings.
- Participate in employee engagement and strategic planning processes to create and maintain a healthy work environment.
- Develop professional knowledge and skills by attending training events, conferences, and workshops.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

- When assigned, speak to the community and other organizations to provide public education.
- Use discretion with consumers; observe rules of confidentiality and maintain non-judgmental attitude.
- Perform job duties in adherence with Federal laws, State Statutes and Wisconsin Department of Health Services Administrative Code and standards.

Customers:

- All prospective, current or past DHS consumers.

Team Members:

- Any professional or paraprofessional we work with in the serving of consumers.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) required.
- Must possess a Social Work Certification upon hire.
- Minimum of one (1) year of full-time or part-time work experience required.
- Program specific training may be an additional requirement where relevant.
- A valid driver's license required.

Note: Upon hire, anyone in possession of a Professional Counselor license or another license from another human service related field will be unable to utilize the title social worker, publicly identify themselves as a social worker, or practice utilizing the title of Social Worker. The term "social worker" is exclusive solely for the purpose of this job description.

If an applicant or employee does not have a Social Worker Certification upon hire, they may be hired as a Case Worker in DHS while obtaining their certification. Please refer to Case Manager in DHS job description for further details including pay range. Upon completion of the certification, the employee shall notify their manager to be reclassified as a Social Worker. Typically, this will occur on the next pay period upon proof of certification.

SKILLS AND ABILITIES

- Knowledge and understanding of human growth and behavior.
- Ability to maintain a professional demeanor when dealing with the public.
- Knowledge of community resources.
- Ability to work with diverse populations
- Ability to relate to people in an unprejudiced and understanding manner.
- Ability to communicate clearly and effectively, both written and oral.
- Ability to focus on strengths, accurately listen, develop trust with team members, understand multiple perspectives and intervene on ineffective team behavior.
- Utilize person/family-centered planning and use recovery oriented principles.
- Utilize Motivational Interviewing practices.
- Ability to problem-solve and to perform duties in an independent manner while exercising good judgment.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

- Knowledge of laws, regulations and practices pertaining to federal and state public welfare programs. Working knowledge of Chapter 36, 51, 54, 55, 63 and Children's Long-Term Support.
- Working knowledge of Medicaid documentation requirements.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and intermediate knowledge of Microsoft Office software, etc.
- Ability to use GPS relating to county landmarks, roads, and businesses.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.

MATHEMATICAL SKILLS

- Ability to perform basic mathematical calculations.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Works in an office setting as well as working with clients in their homes.
- There can be dangerous and intense situations requiring law enforcement back up such as mental health crisis situations, drug endangered homes and entering homes where there could be a possible risk of physical injury and unpredictability.
- Must be available on a 24 hour basis flexible time schedule. Schedule to be worked out with Department.
- May require travel in all types of weather conditions and changing temperatures.

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to Create 2 Social Worker Positions in

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

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New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

Proposed 01-01-24 Positions

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.6-Carmen Olson (AA-Sprt Prgrms)
10 PT - Nutrition Program

Line of Authority

Line of Coordination

RECOVERY & WELLNESS CONSORTIUM (RWC)
ADULT SERVICES DIVISION
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1-Ann Rueden (CCS)
1-Amanda (Mandy) Heindl (CCS)
1-Trish Houle (RN)
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.3-Erin Johnson (WATTS SW)
.20-Dr. Kevin Hess (Contract) May 31
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CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Birth to 3
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Ashley Brott, Manager

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1-Sara Torrence (CPS-IA)
1-Sara Bedford (CPS-Ong)
1-Renee Berthiaume (CPS-Ong)
1-Anna Duske (CPS Ong
1-Ashley Yang (CPS-Ong)
1-Hannah LaBelle (CPS-Ong)
1-Sydney Kwallek (CPS-Ong)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Children with Differing Abilities
Youth Justice
Kyra Secraw, Manager

Karla Halverson, Supervisor (CCS)

1-Amanda Conrad (CWDA/CCS)
1-Erika Ferrin (CWDA/CCS)
1-Kyndra Feirn (CWDA/CCS)
1-Kaitie Indermuehle (CWDA/CCS)
1-Hannah Kleist-Mousel (CWDA/CCS)
1-Tara Mrozinski (CWDA/CCS)
1-Kaijala Burakowski (CWDA/CCS)
1-Apryl Jordan (CWDA/CCS)
1-Tracy Xiong (CWDA/CCS)
1-Jessilyn Balsiger (CWDA/CLTS)
1-Wendy Hable (CWDA/CLTS)
1-Kerri Nowicki (CWDA/CLTS)
1-Serena Schultz (CWDA/CLTS)
1-Chris Kjentvet (CWDA/CLTS)
1-Amy Giani (CWDA/CCS)
4-New Positions (CWDA/CCS)
2-New Positions (CWDA/CLTS)
1- Kerry Krista (YJ-JCI)
.5-Sherry Deyoe (YJ)
1-Amanda D'Jock (YJ)
1-Kaitlin Veseley (YJ)
1-Manda Young (YJ)
1-Geri Sedlacek (AA-CYF)

ECONOMIC SUPPORT (ES) DIVISION
Bobbie Jaeger, Manager

Elizabeth Nyhus, Lead Worker

1-Cindy Carlson (ESS)
1-Brittney Gee (ESS)
1-Rhonda Grzyb-Krista (ESS)
1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create 2 Social Worker Positions in DHS to Provide CLTS (7790 : Resolution to

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STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE FOUR SOCIAL WORKER POSITIONS IN THE CHILDREN WITH DIFFERING ABILITIES DIVISION OF THE DEPARTMENT OF HUMAN SERVICES IN 2024 TO PROVIDE COMPREHENSIVE COMMUNITY SERVICES FOR CHILDREN

Passage of this resolution will create four (4) full-time social worker positions in the Children with Differing Abilities Division of the Department of Human Services. These positions will provide intervention services for children with mental health and or substance use disorders through the Comprehensive Community Services (CCS) program. These positions will be filled after January 1, 2024 and when consumer numbers dictate additional positions are needed. The CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County. Both the federal and state governments continue to add funding to the CCS program in an effort to address mental health and substance abuse issues in children and adults.

The Wisconsin Department of Health Services, which administers the CCS program, does not allow for waitlists of individuals enrolled for services to exist. In June of 2019 the RWC was cited for having such a waitlist.

Based on data from calendar year 2022 and extrapolated through the end of 2024, the Department of Human Services is anticipating that there will be approximately 140 more children enrolled into the CCS program. This estimate takes into consideration children who will be discharged due to turning 18 or no longer requiring services. The Department has the capacity to absorb the current enrolled individuals with newly hired staff, including the remaining CCS position that was authorized for 2023, and that will be filled when the Department has the capacity to train another staff person. As a result, approximately 80 children enrolled for CCS will need to be addressed. The Department therefore believes that it will be necessary to hire an additional four social workers in 2024 as a full caseload for a CCS worker is approximately 15 children.

While CCS provides intervention services, it is also a prevention program in that it prevents and or delays the placement of children in costly group home, residential (including out-of-state) and hospitalizations, which may include Winnebago Mental Health Institute.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

Placements in these types of facilities can range from $6,000 to $26,000 per month. Winnebago can cost upwards of $1,450 per day. A mix of state and local funding (levy) often pays for these “deep end” placements.

Without the addition of the requested positions to address the anticipated enrollees, the Department will not remain in compliance with the State’s no waitlist mandate. This resolution will authorize the Department of Human Services to use the federal and state funds that will be allocated to the CCS program in 2024 and continue into future fiscal years to fund these positions.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

Resolution No.

RESOLUTION TO CREATE FOUR SOCIAL WORKER POSITIONS IN THE CHILDREN WITH DIFFERING ABILITIES DIVISION OF THE DEPARTMENT OF HUMAN SERVICES IN 2024 TO PROVIDE COMPREHENSIVE COMMUNITY SERVICES FOR CHILDREN

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues; and

WHEREAS, CCS are provided to individuals across the lifespan, however the consumer must meet certain functional and financial eligibility requirements, including a determination that the consumer will benefit from CCS; and

WHEREAS, the Wisconsin Department of Health Services does not allow for a waitlist in the CCS program, however in June of 2019 the Recovery and Wellness Consortium was cited for having such a waitlist; and

WHEREAS, the CCS program is expected to enroll 140 more children through the end of 2024, even after considering attrition; and

WHEREAS, the current staffing pattern will allow the current enrolled children to be absorbed upon the hire of the remaining CCS positions authorized for 2023, which would leave approximately 80 children whose service needs must be addressed by the Department; and

WHEREAS, a full caseload for a CCS worker is about 15 children; and

WHEREAS, without the addition of CCS social worker positions to address the additional consumers, the Department of Human Services will not remain in compliance with the State's no-waitlist mandate; and

WHEREAS, the CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County to fund CCS social worker positions; and

WHEREAS, the use of CCS prevents and or delays the placement of children in often costly out-of-home placements, which can average from $6,000 to $26,000 per month; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that the Children with Differing Abilities Division be provided with four (4) new social worker positions to provide CCS services to address the increase in services needs for children with mental health and/or substance use disorders; and

WHEREAS, it is also recommended that these positions be filled after January 1, 2024

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

and when consumer numbers dictate additional CCS social workers are needed; and

WHEREAS, these CCS positions will be fully funded through CCS funding from the state and federal governments; and

WHEREAS, the Health and Human Services Board has reviewed and does approve the creation of four (4) full-time social worker positions in the Children with Differing Abilities Division of the Department of Human Services to provide CCS services to children;

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2024, four (4) full-time Social Worker positions are hereby created in the Children with Differing Abilities Division of the Department of Human Services to provide CCS services to serve consumers as they become eligible and to avoid a waitlist; and

BE IT FURTHER RESOLVED, that these positions be filled after January 1, 2024 and when consumer numbers dictate additional CCS social workers are needed; and

BE IT FURTHER RESOLVED, that these positions shall be funded by using the Medicaid revenue generated by these positions as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that commencing in 2024, the Department of Human Services shall utilize the Medicaid revenue from state and federal funding sources to permanently fund these positions; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund these positions no longer be available or be reduced significantly, these positions may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded with Medicaid CCS and CLTS Waiver

Wages and Benefits	$389,783
Other Costs	8,400
Total 2024 Estimated Cost	$398,183

08/1/2023 Executive Committee

Approved as to Form:

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

Todd A. Pauls, Corporation Counsel 6/14/2023

Lori Zwiefelhofer, Finance Director 6/15/2023

Randy B. Scholz, County Administrator 6/15/2023

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Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Human Services Division: CYFS - CWDA

Current Job Description Title: ~~CCS~~ Social Worker - CCS 4 positions Anticipated Start Date: TBD 2024

Proposed Job Description Title: (if different) _____

Direct Supervisor: Karla Halverson

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

Forecasting of referrals and assigned cases in Children's Comprehensive Community Services (CCS) indicates a need for a minimum of 4 positions in calendar year 2024 to stay in line with consumer needs. Attrition of cases and capacity have been calculated. These position are fully funded; no levy dollars are needed.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☒ Non-Represented

FLSA Status: ☒ Exempt ☐ Non-Exempt

Is the position mandated? ☒ Yes ☐ No
If yes, provide statute, regulation, etc.

CCS - WI DHS Chapter 36

Position Justification Description (Why is the position needed?):

These positions are needed to maintain the program and stay in compliance with no wait list manadates.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

55% productivity per month.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☐ Yes ☒ No
Please explain:

Due to the complexities and fiscal responsibilities of the program it is best administered in-house.

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

CCS is a highly technical program that needs skilled, trained staff. Training takes several months. Specific credentials are required.

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____

Description of Anticipated Work Schedule _____
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

Significantly high wait list and possible citation from the State again. Staff burn-out and turnover. Lack of access to mental health services in the county for our youth. Increased high end out of home placements.

For new positions, is there office space available for this position? ☐ Yes ☒ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☒ Yes ☐ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

Office location note - telecommuting proposal to be discussed.

This position fits the County plan to improve mental health access for the citizens of Chippewa County.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

n/a - new positions (Per Personnel Cost Report (PCR)) + _____ (Per Benefit Estimate Report (BER)) = _____ **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: _____
(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact Starting Wage/Hire (WPPA) 23.61 of Pay Grade O

23.61 (Starting Hourly Rate) X 8320 (4 positions 2080 hours each) (Maximum Hours (2080, 1500, 1040 or 975)) = $196,435.20 (Total Wages Minimum Impact)

$196,435.20 (Total Wages Minimum Impact) + $36,831.60 (Fringe Benefits* (Use percentage below)) + $95,952.00 (Health Insurance **) = $329,218.80 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact Position Point Wage/Max Step (WPPA) 29.74 of Pay Grade Q

29.74 (Position Point Hourly Rate) X 8320 (4 positions 2080 hours each) (Maximum Hours (2080, 1500, 1040 or 975)) = $247,436.80 (Total Wages Maximum Impact)

$247,436.80 (Total Wages Position Point Impact) + $46,394.40 (Fringe Benefits* (Use percentage below)) + $95,952.00 (Health Insurance **) = $389,783.20 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% Protective WRS Position: 25% Current LTE: 18% New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

_____ (Wage Less Overtime) + _____ (Fringe Benefits Less Overtime) = _____ **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:
***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 8400
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 8400

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

2023 FUNDING SOURCES

☒ Federal/State (Specify) Medicaid - CCS	100 %	$ 389,783.20
☐ County Tax Levy	%	$
☐ County Other (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Other (Specify)	%	$
TOTAL	100%	$ 398,183.20 *

*Must match above total maximum fiscal impact and other costs

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Tim Easker 5/25/23
Department Head Recommendation Date

2. Lori Horn 5/26/23
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. Lori Burkholder 5/26/23
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. 5:26:23
County Administrator Approval Date
☑ Approved ☐ Denied

5.
County Board Approval Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments: New position requests approved contingent upon acceptable space plan to County Administrator by 6/30/23.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Social Worker - Comprehensive Community Services (CCS), Community Support Program (CSP), Children's Long-Term Support-Waiver (CLTS) and Crisis

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FLSA: Exempt **Salary Range: P**
Reports To: Human Services Division Manager/Supervisor (Divisions –CYFS or RWC)

Department: Human Services **Date: May 2023**

JOB SUMMARY

The job duties of the Social Worker – CCS, CSP, CLTS and Crisis include but are not limited to providing the following types of services: needs assessment, crisis intervention, case planning, advocacy and development of community resources; to provide services to both children and adults with varying disabilities, functioning levels, substance use and mental health needs; and to provide responsive, courteous and efficient service to County residents and the general public.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Social Worker - CCS, CSP, CLTS and Crisis might be asked to perform. This job description is to incorporate any county ordinances created for the position of Social Worker - CCS, CSP, CLTS and Crisis. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Work to protect children, elderly and at-risk adults; preserve families and individuals and utilize community-based resources whenever possible by serving consumers in the least restrictive environment and utilize out-of-home placements only when all other resources have been exhausted. Assess and evaluate prospective consumer's immediate situation, determine appropriate response, and assure that response is made. Assess and intervene as necessary in crisis situations. Refer to and involve other community resources as needed.
- Engage consumers in their homes and other community settings as necessary.
- Utilize trauma informed care principles in all interactions with consumers and their families.
- Coordinate access to services, ensure services are provided in an appropriate and timely manner, review progress, and terminate services when goals are attained.
- In collaboration with the consumer and his/her supports, conducts comprehensive, strength-based assessments through interviews, home visits and collecting of collateral information.
- Inform consumers about available community resources and how to independently gain access to needed services.
- Work to achieve services and treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
- Maintain documentation that meets professional practice, billing expectations, and program standards.
- Complete court documents related to mental health or other program areas and provide testimony.
- Attend and participate in staff meetings, supervision times, and other scheduled meetings.
- Participate in employee engagement and strategic planning processes to create and maintain a healthy work environment.
- Develop professional knowledge and skills by attending training events, conferences, and workshops.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

- When assigned, speak to the community and other organizations to provide public education.
- Use discretion with consumers; observe rules of confidentiality and maintain non-judgmental attitude.
- Perform job duties in adherence with Federal laws, State Statutes and Wisconsin Department of Health Services Administrative Code and standards.

Customers:

- All prospective, current or past DHS consumers.

Team Members:

- Any professional or paraprofessional we work with in the serving of consumers.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) required.
- Must possess a Social Work Certification upon hire.
- Minimum of one (1) year of full-time or part-time work experience required.
- Program specific training may be an additional requirement where relevant.
- A valid driver's license required.

Note: Upon hire, anyone in possession of a Professional Counselor license or another license from another human service related field will be unable to utilize the title social worker, publicly identify themselves as a social worker, or practice utilizing the title of Social Worker. The term "social worker" is exclusive solely for the purpose of this job description.

If an applicant or employee does not have a Social Worker Certification upon hire, they may be hired as a Case Worker in DHS while obtaining their certification. Please refer to Case Manager in DHS job description for further details including pay range. Upon completion of the certification, the employee shall notify their manager to be reclassified as a Social Worker. Typically, this will occur on the next pay period upon proof of certification.

SKILLS AND ABILITIES

- Knowledge and understanding of human growth and behavior.
- Ability to maintain a professional demeanor when dealing with the public.
- Knowledge of community resources.
- Ability to work with diverse populations
- Ability to relate to people in an unprejudiced and understanding manner.
- Ability to communicate clearly and effectively, both written and oral.
- Ability to focus on strengths, accurately listen, develop trust with team members, understand multiple perspectives and intervene on ineffective team behavior.
- Utilize person/family-centered planning and use recovery oriented principles.
- Utilize Motivational Interviewing practices.
- Ability to problem-solve and to perform duties in an independent manner while exercising good judgment.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

- Knowledge of laws, regulations and practices pertaining to federal and state public welfare programs. Working knowledge of Chapter 36, 51, 54, 55, 63 and Children's Long-Term Support.
- Working knowledge of Medicaid documentation requirements.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and intermediate knowledge of Microsoft Office software, etc.
- Ability to use GPS relating to county landmarks, roads, and businesses.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.

MATHEMATICAL SKILLS

- Ability to perform basic mathematical calculations.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Works in an office setting as well as working with clients in their homes.
- There can be dangerous and intense situations requiring law enforcement back up such as mental health crisis situations, drug endangered homes and entering homes where there could be a possible risk of physical injury and unpredictability.
- Must be available on a 24 hour basis flexible time schedule. Schedule to be worked out with Department.
- May require travel in all types of weather conditions and changing temperatures.

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 : Resolution to Create 4 Social Worker

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

Health & Human Services Board
5 County Board Supervisors
4 Citizen Representatives

Aging & Disability Resource Center Board

County Administrator
Randy Scholz

Jessica Barrickman
Operations Administrator
Recovery & Wellness Multi-County Consortium

Rachel Kilde - Clinician
Denise Eder - Lead
Anna McCrackin - DOA IT Division
Yia M. Xiong - DOA IT Division
New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

Human Services Director
Tim Easker

Proposed 01-01-24 Positions

Pauline Spiegel
Lead Administrative Assistant

Department of Administration
Finance Division
Lori Zwiefelhofer, Finance Director

Human Services Operations
FISCAL & CONTRACTS
Paul Brenner, Senior Fiscal Manager
Jordan Hallingstad, Fiscal Manager

1-Jill Johnson (DOA Finance Div)
1-Song Wu (DOA Finance Div.)
1-Brittany Hestekin (DOA Finance Div)
1-Angel Lequia
1-Sarah Nowobielski
1-Laura Gont
1-Tiffany Fedie
1-Julie Martell
1-Michelle Russell (AA)
1-New Position (Accountant)
2-New Positions (Account Assistants)

AGING & DISABILITY RESOURCE CENTER (ADRC) DIVISION
Leslie Fijalkiewicz, Manager

1-Stephanie Rasmussen (DBS)
1-Michelle Fellom (EBS)
1-Sue Koepnick (OC)
1-Sarah Hedlund (OC)
1-Erika Stevens (OC)
1-Kasha White (OC)
.5-Jessica Gibson (OC)
1-Kelly Zimmerman (Nutrition/Transp)
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1-Sara Bedford (CPS-Ong)
1-Renee Berthiaume (CPS-Ong)
1-Anna Duske (CPS Ong
1-Ashley Yang (CPS-Ong)
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1-Sydney Kwallek (CPS-Ong)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Children with Differing Abilities
Youth Justice
Kyra Secraw, Manager

Karla Halverson, Supervisor (CCS)

1-Amanda Conrad (CWDA/CCS)
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1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create 4 Social Worker Positions in DHS in 2024 for CCS for Children (7789 :

DRAFT

STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE AN ACCOUNTANT POSITION IN 2024 TO PROVIDE FISCAL SERVICES FOR THE PROVISION OF COMPREHENSIVE COMMUNITY SERVICES THROUGH THE RECOVERY AND WELLNESS CONSORTIUM

Passage of this resolution will create one (1) Accountant position in 2024 to provide fiscal support to the Recovery and Wellness Consortium (RWC) Division of the Department of Human Services. Specifically, this position will provide fiscal support for Comprehensive Community Services (CCS). CCS activities include Medicaid billing, electronic health record filing, accounts payable processing, and other fiscal activities as required. The target consumers for the RWC are children and adults with mental health and substance abuse issues who receive those services through the CCS program.

Chippewa County is the lead county for the RWC and therefore provides all administrative support for the Consortium. The CCS consumer census for all counties in the Consortium was 650 on 12/31/2021 and the fiscal staff at that time consisted of 7.31 full-time equivalent (FTE) employees to support the program. On average, each FTE supported 88 consumers. Currently there are 100 consumers per FTE. The CCS program is growing in Chippewa County and the CCS-RWC partner county members. Based on internal estimates and those of our county partners, the CCS census is estimated to be 900 by the end of 2024, which if no additional fiscal staff were added would be 123 consumers per FTE. It is imperative that the fiscal staff grow along with the consumer count to ensure that billing, documentation, provider payment, and reporting requirements are met. The CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

Resolution No.

RESOLUTION TO CREATE AN ACCOUNTANT POSITION IN 2024 TO PROVIDE FISCAL SERVICES FOR THE PROVISION OF COMPREHENSIVE COMMUNITY SERVICES THROUGH THE RECOVERY AND WELLNESS CONSORTIUM

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding of the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues through the Recovery and Wellness Consortium (RWC); and

WHEREAS, CCS activities include Medicaid billing, electronic health record filing, accounts payable processing, and other fiscal activities as required; and

WHEREAS, Chippewa County is the lead county in the Consortium and therefore provides all administrative services for the member counties of the Consortium; and

WHEREAS, the Fiscal and Contracts Division within the Department of Human Services is responsible for providing fiscal support for the Consortium; and

WHEREAS, on average, each fiscal staff person within the Consortium has supported 88 consumers, however currently there are 100 consumers per full-time fiscal staff person; and

WHEREAS, it is expected that the CCS consumer census among all member counties within the Consortium will increase from 616 in 2020 to approximately 900 by the end of 2024, and not increasing the fiscal capacity by a proportional amount may result in loss of revenue, non-compliance with mandatory documentation and reporting requirements, and not paying providers in a timely fashion; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that the Department of Human Services Fiscal and Contracts Division be provided with one (1) Accountant-DHS position, commencing in 2024, to provide fiscal services to the RWC for the provision of services through the CCS program; and

WHEREAS, this position would be fully funded through CCS funding from the state and federal governments;

NOW, THEREFORE BE IT RESOLVED, that effective on January 1, 2024, one (1) Accountant-DHS position is hereby created to work in the Fiscal Division of the Department of Human Services to support the growth in the CCS program in the Recovery and Wellness Consortium; and

BE IT FURTHER RESOLVED, that this position will provide direct support to the CCS lead

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

county fiscal team and will therefore be funded by using the Medicaid revenue generated by those positions as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund this position no longer be available or be reduced significantly, this position may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded 100% with Medicaid CCS

Wages and Benefits	$81,119
Other Costs	2,100
Total 2024 Estimated Cost	$83,219

08/1/2023 Executive Committee

Approved as to Form:

Todd A. Pauls, Corporation Counsel 6/14/2023

Lori Zwiefelhofer, Finance Director 6/15/2023

Randy B. Scholz, County Administrator 6/15/2023

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Department of Human Services Division: Fiscal

Current Job Description Title: _____ Anticipated Start Date: 01/01/2024

Proposed Job Description Title: (if different) Accountant

Direct Supervisor: Jordan Hallingstad

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

The RWC has grown to a point where additional staff are needed to pay all provider invoices and bill Medicaid for reimbursement in a timely manner.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☒ Non-Represented

FLSA Status: ☒ Exempt ☐ Non-Exempt

Is the position mandated? ☐ Yes ☒ No
If yes, provide statute, regulation, etc.

Position Justification Description (Why is the position needed?):

The fiscal team processed almost 18k invoices in 2022. These invoices produced 93k claims to bill to Medicaid. Without additional staff, reimbursement from Medicaid will be delayed and payment to providers will not be able to be completed on schedule.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

This position will take ownership of a number of providers for processing invoices, in addition to other tasks. Job performance would be based on coding invoices accurately and timely so providers are paid according to schedule. This position would also be measured through the annual review process.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☐ Yes ☒ No
Please explain:

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

Fiscal is not completing unnecessary tasks and needs additional staff to complete all billing and accounts payable timely..

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____
Description of Anticipated Work Schedule Monday-Thursday 7:30-4:30, Friday 7:30-11:30
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

We will not be able to pay all invoices according to our schedule, damaging the relationship between the RWC and the providers. Cash flow will also be impacted if we cannot enter billing for Medicaid as soon as the providers are paid.

For new positions, is there office space available for this position? ☒ Yes ☐ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☐ Yes ☒ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

2022-2024 RWC Strategic Plan Goal:
The RWC will ensure that the system we work within is able to effectively meet the needs of continual growth.

The last time we added fiscal staff, we were processing 11,000 invoices for $10 million. In 2023 we are projected to process almost twice the number of invoices and dollars - 21,000 invoices for $20 million. The volume has grown to point where we are not effectively able to meet the needs of the consortium with the current fiscal staff.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

New 2024 positions (Per Personnel Cost Report (PCR)) + (Per Benefit Estimate Report (BER)) = **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: 209-85-54312
(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact

Starting Wage/Hire (WPPA) 21.02 of Pay Grade M

21.02 (Starting Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 43,721.60 (Total Wages Minimum Impact)

43,721.60 (Total Wages Minimum Impact) + 8197.80 (Fringe Benefits* (Use percentage below)) + 23988 (Health Insurance **) = 75,907.40 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact

Position Point Wage/Max Step (WPPA) 23.13 of Pay Grade M

23.13 (Position Point Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 48,110.40 (Total Wages Maximum Impact)

48,110.40 (Total Wages Position Point Impact) + 9,020.70 (Fringe Benefits* (Use percentage below)) + 23,988 (Health Insurance **) = 81,119.10 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% Protective WRS Position: 25% Current LTE: 18% New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

(Wage Less Overtime) + (Fringe Benefits Less Overtime) = **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$ 0
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 2,000
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 2,000

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

2023 FUNDING SOURCES

☒ Federal/State (Specify) CCS Medicaid	100 %	$	83,119.10
☐ County Tax Levy	%	$	
☐ County Other (Specify)	%	$	
☐ Grant (Specify)	%	$	
☐ Grant (Specify)	%	$	
☐ Other (Specify)	%	$	
TOTAL	100%	$	83,119.10 *

***Must match above total maximum fiscal impact and other costs**

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Lori Zwiefelhofer 5/10/2023
Department Head Recommendation Date

2. [signature] 5/26/23
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. Lori Zwiefelhofer 5/26/23
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [signature] 5/26/23
County Administrator Approval Date
☑ Approved ☐ Denied

5.
County Board Approval Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments:
New position requests approved contingent upon acceptable space plan to County Administrator by 6/30/23.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Accountant I

FLSA: Non-Exempt **Salary Range: M**

Reports To: Fiscal Manager - DHS

Department: Human Services **Date: February 2023**

JOB SUMMARY

The job duties of the Accountant in DHS include but are not limited to providing financial analysis, reporting, auditing, and budgeting functions for DHS and is responsible for the development and management of DHS contracts and under the general direction of the Director of Human Services, and under direct supervision of the DHS Fiscal Manager.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Accountant in DHS might be asked to perform. This job description is to incorporate any county ordinances created for the position of Accountant. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Conducts fiscal analysis and interpretation of financial transactions involving general funds, grants, contracts, and specialized DHS accounts. Provides professional support to maintain the accounting, auditing and financial reporting needs of the Department.
- Creates, prepares, posts and maintains financial, client, or other information into the various County financial software and related reporting systems utilized by DHS.
- Performs fiscal data entry, various reconciliations, and prepares State and internal reports to meet both external and internal fiscal reporting requirements.
- Executes, maintains and monitors Provider Contracts, Requests for Information, Requests for Proposals, Requests for Bids, Memorandums of Understanding, Purchase of Service Agreements and Outcome Based Contracts for Chippewa County Department of Human Services and the Western Region Recovery and Wellness Consortium (WRRWC) as outlined by Policy and Procedures.
- Oversees the development and implementation of a performance based contract program. Works with Fiscal Manager and Division Managers to negotiate provider contract and outcome based contract rates.
- Organize and facilitate county and regional provider relations meetings. Communicate updates, contract changes and performance standards to providers of Chippewa County DHS and the WRRWC.
- Represents Chippewa County Department of Human Services as the Lead Fiscal Agency for the WRRWC. Attends WRRWC meetings, State meetings and any other meetings as directed.
- Prepares contracts/addendums for signatures, route and track contracts and addendums through appropriate approval procedures. Collects, manages and monitors contract data expenditures in relation to signed contracts/addendums.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

- Supports, monitors, and maintains the department's accounts receivable and insurance billing systems as well as related consumer information reporting systems in support of all of the divisions within the department.
- Coordinates State/County information collection and exchange through use of state reporting systems and stays informed on the implementation of new reporting modules sponsored by the state. Advises providers and staff of any necessary reporting changes.
- Coordinates, plans and implements various fiscal projects and programs as assigned.
- Coordinates and performs billing activities for Chippewa County DHS and the WRRWC. Performs enrollment and Service Coordinator certification for all entities. Assists Fiscal Manager and County representative with program certification and review.
- Assists DHS Fiscal Manager with monitoring of revenues relative to Medicaid, Medicare, and private insurance services billing. Researches opportunities for DHS to increase revenue through Medicaid, Medicare, private insurance companies and other State/Federal funding sources.
- Provides fiscal support to the Human Service Director and Managers at County departmental board and State level meetings as directed.
- Performs other duties as assigned.

Customers:

- Internal employees and managers
- Partner County employees and managers
- Consumers we see on a daily basis

Team Members:

- Members of DHS Fiscal Division

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Bachelor Degree in Accounting, Business or Finance with two (2) years accounting related work experience required,
  -OR-
- Associate Degree in Accounting or Finance with six (6) years accounting related work experience required.
- Recent work experience in a human service, government or non-profit setting preferred.
- Work experience which includes working with performance based contracts, requests for information, bids, proposals preferred.
- Experience with billing and provider certification for Medicaid, Medicare, and Private Insurance preferred.
- Must be proficient in Word and Excel programs.
- A valid driver's license required.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of generally accepted accounting and auditing principles/methods (including GASB rules and GAAP standards) and their application to government accounting systems.
- Knowledge of budget preparation and approved procedures for multi-department organizations.
- Knowledge of County programs, funding sources, and specific regulations governing expenditures and revenues.
- Knowledge of budget cycles and policies, practices, and techniques for preparing the County's annual budget,
- Knowledge of business and governmental contract language and excellent negotiation skills.
- Knowledge of processes for Request for Proposal (RFP) and Request for Bids (RFB) evaluation and awards. Ability to build and maintain working relationships with providers, and governmental entities.
- Knowledge of laws, regulations, and administrative rules governing municipal financial management.
- Knowledge and skill to effectively plan, conduct, compile, summarize, present, and prepare data and working drafts of research projects.
- Skill in managing and prioritizing multiple tasks and demands.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.
- Ability to realize financial impacts of changing state and federal legislation and agency actions.
- Ability to establish and maintain an effective working relationship with other employees, managers, vendors, other county officials, and the public.
- Ability to maintain discretion regarding business-related files, reports and conversations, within the provision of open records law and other applicable State and Federal Statutes and Regulations.
- Ability to analyze and categorize data and information using established criteria, in order to determine consequences and to identify and select alternatives. Requires ability to implement decisions based on such data, and overseeing the execution of these decisions.
- Ability to utilize a variety of reference, descriptive, advisory and design data information such as financial statements, computer software operating manuals, account summaries and entries, department financial reports, employment and benefit reports, reimbursement requests, journal entries, vouchers, loan application documents, audit reports and summaries, State Uniform Chart of Reports and other government reporting manuals, IRS guidelines, County accounting manuals, cost reports, government audit standards, cost manuals, accounting methods and general correspondence.
- Ability to communicate effectively, both orally and in writing, with skill in use of business English, spelling and vocabulary.
- Ability and skill to accurately enter and maintain data, files, records, and ledgers.
- Ability to prepare and maintain clear and accurate records.
- Ability to utilize a variety of advisory and design data and information such as financial statements, expenditure records, budgets, contracts, audit reports, financial reports, invoices, grant applications, requests for proposals, program manuals, Wisconsin Statutes and Administrative Codes, policy/procedure manuals, government reporting manuals, government audit standards, and accounting methods.
- Ability to operate standard office machines and equipment, including, but not limited to: personal and laptop computer with a variety of software, copy machine, telephone, calculator, scanner, and fax machine.
- Ability to perform detailed work accurately in compliance with stringent time limits with minimal direction and supervision.
- Ability to organize and prioritize large volumes of work.
- Ability to maintain confidentiality on all aspects of work.
- Ability to work the allocated hours of the position.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and basic knowledge of Microsoft Office software, WordPerfect, etc.
- Ability to utilize the CARES, Cares Worker Web EDSNET, and KIDS computerized records systems.
- Ability to use and explain the Wisconsin Electronic Benefits Transfer (EBT) program.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; MSDS sheets, safety manuals; and warning labels.

MATHEMATICAL SKILLS

- Ability to accurately and rapidly add and subtract, multiply and divide, and calculate percentages, fractions, decimals, ratios, and present values.
- Ability to interpret basic descriptive statistical reports.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.
- Ability to categorize data and information in order to determine the relationship of the data with reference to established criteria/standards

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Work in an office setting.
- Ability to work flexible hours based on agency need.

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

Health & Human Services Board
5 County Board Supervisors
4 Citizen Representatives

Aging & Disability Resource Center Board

County Administrator
Randy Scholz

Jessica Barrickman
Operations Administrator
Recovery & Wellness Multi-County Consortium

Human Services Director
Tim Easker

Department of Administration
Finance Division
Lori Zwiefelhofer, Finance Director

Human Services Operations
FISCAL & CONTRACTS
Paul Brenner, Senior Fiscal Manager
Jordan Hallingstad, Fiscal Manager

1-Jill Johnson (DOA Finance Div)
1-Song Wu (DOA Finance Div.)
1-Brittany Hestekin (DOA Finance Div)
1-Angel Lequia
1-Sarah Nowobielski
1-Laura Gont
1-Tiffany Fedie
1-Julie Martell
1-Michelle Russell (AA)
1-New Position (Accountant)
2-New Positions (Account Assistants)

Pauline Spiegel
Lead Administrative Assistant

Proposed 01-01-24 Positions

Rachel Kilde - Clinician
Denise Eder - Lead
Anna McCrackin - DOA IT Division
Yia M. Xiong - DOA IT Division
New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

AGING & DISABILITY RESOURCE CENTER (ADRC) DIVISION
Leslie Fijalkiewicz, Manager

1-Stephanie Rasmussen (DBS)
1-Michelle Fellom (EBS)
1-Sue Koepnick (OC)
1-Sarah Hedlund (OC)
1-Erika Stevens (OC)
1-Kasha White (OC)
.5-Jessica Gibson (OC)
1-Kelly Zimmerman (Nutrition/Transp)
1-Carla Berscheit (DCS-shared with Dunn)
1-Renee Price (AA)
.6-Carrie Schick (AA)
.5-Breanna Schemenauer (AA-DBS/EBS)
.6-Carmen Olson (AA-Sprt Prgrms)
10 PT - Nutrition Program

Line of Authority

Line of Coordination

RECOVERY & WELLNESS CONSORTIUM (RWC) ADULT SERVICES DIVISION
Tom Diel, Manager

1-Ann Rueden (CCS)
1-Amanda (Mandy) Heindl (CCS)
1-Trish Houle (RN)
1-Lisa Hudson (Clinician)
1-Caleb Johnson (CSP)
1-Caitlin (Mitchell) Walton (CCS)
1-Holly Anderson
1-Michelle Phelps (AODA)
1-Meghan Eisenbraun (CCS Clinician)
1-David Pfeiffer (CSP)
1-Joyel Metcalf (APS)
1-Britney Kopp (APS)
1-Kimberlyn Sorvaag (Crisis Follow-up)
1-Kim Behnke (AA)
.3-Erin Johnson (WATTS SW)
.20-Dr. Daniel Hanson (Contract)
.25-Daniel Erickson (Milkweed Connections)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Birth to 3
Child Protective Services
Ashley Brott, Manager

Erica Campbell, Supervisor (CPS-Access/IA)

1-Allison Oliphant (B-3 Lead Worker)
1-Patty Lemay (B-3)
1-Ann Teuteberg (B-3)
1-Missy Collins (FC/Knsp)
1-Macey Awe (CPS-IA)/Access
1-Claire Courtney (CPS-IA)
1-Vacant (CPS-IA)
1-Christopher McNamara (CPS-IA)
1-Sara Torrence (CPS-IA)
1-Sara Bedford (CPS-Ong)
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1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create Accountant Position for the RWC (7788 : Resolution to Create Accountant Position for the RWC)

DRAFT

STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE THE POSITION OF CONTRACT MANAGEMENT AND RELATIONS COORDINATOR IN THE RECOVERY AND WELLNESS CONSORTIUM FOR THE PROVISION OF COMPREHENSIVE COMMUNITY SERVICES

Passage of this resolution will create one (1) full-time Recovery and Wellness Consortium (RWC) Contract Management and Relations Coordinator position to provide oversight, guidance and training to the RWC contracted providers within the Comprehensive Community Services (CCS) multi county program. Chippewa County is the lead county in the RWC and is therefore responsible to provide all administrative support to the member counties of the Consortium. The position would become effective January 1, 2024. The CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County, nor the partner consortium counties for the addition of this position.

The RWC is certified to provide services under Wisconsin Administrative Code DHS 36. As the RWC evolves and grows it has become apparent that there is a need for additional support for contracted services providers. In order to ensure the providers are equipped to meet Medicaid responsibilities, the mandates of DHS 36, to comply with local policies and implement the philosophies valued within the RWC, this position is being created.

Currently all contracting and rate setting duties are completed by a DHS Accountant position. Approximately 50% of this Accountant's duties are designated to RWC contracting. These duties formerly tasked to this Accountant position, will move over to the RWC Contract Management and Relations Coordinator position, freeing up 50% of the Accountant time within the fiscal division to meet the demands of billing and accounts payable. In addition to these duties, the Contract Management and Relations Coordinator will be designated as the primary point person for all provider oversight, guidance and training related to contracting and provider onboarding.

The RWC currently has 125 contracted providers, however when the consortium concluded its first year in 2016, there were 33 CCS providers. This significant increase in service providers has brought services to our community that never existed before, allowing individuals with mental health and substance use disorders to access community-based services. This

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the

increase in services directly correlates to lowering the risk of individuals experiencing restrictive and high cost placements and emergency services, as well as lowering the risk of trauma experienced during these crisis situations.

The addition of this position will not only free up fiscal staff time, but will also allow the RWC to provide improved support to contracted providers ensuring they have a thorough on boarding process, are well trained in Medicaid and DHS 36 rules, and are fully understanding and embracing the wraparound approach with the CCS program. A true wraparound implemented philosophy will result in improved recovery sustainability. The better the RWC providers are trained, supported, and have a full understanding of CCS, the more consumers will experience sustainable recovery.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the

Resolution No.

RESOLUTION TO CREATE THE POSITION OF CONTRACT MANAGEMENT AND RELATIONS COORDINATOR IN THE RECOVERY AND WELLNESS CONSORTIUM FOR THE PROVISION OF COMPREHENSIVE COMMUNITY SERVICES

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues; and

WHEREAS, Chippewa County serves as the lead county for the multi-county Recovery and Wellness Consortium (RWC), which provides CCS to consumers in the member counties; and

WHEREAS, as lead county, the Chippewa County Department of Human Services is responsible for the provision of all administrative services for the member counties; and

WHEREAS, a CCS program that is certified pursuant to Wisconsin Administrative Code DHS 36 is required to ensure that contracted providers have the needed training, support and guidance; and

WHEREAS, the CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County; and

WHEREAS, the CCS program provides intervention services, but is also a prevention program in that it prevents and or delays the placement of individuals in group homes, residential facilities (including out-of-state), and hospitals where the cost of such placements can range from $6,000 to $26,000 per month; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that the position of RWC Contract Management and Relations Coordinator position be created to provide oversight, guidance and training to the vast CCS provider network within the Consortium; and

WHEREAS, the creation of this position will support the RWC to ensure compliance with Wisconsin Administrative Code DHS36 and Medicaid rules; and

WHEREAS, with the creation of this position, approximately 50% of the time committed to an Accountant in the DHS Fiscal team will be freed up to focus on fiscal responsibilities; and

WHEREAS, this new position would be created effective January 1, 2024; and

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the

WHEREAS, this CCS position will be fully funded through CCS funding from the state and federal governments; and

WHEREAS, the Health and Human Services Board has reviewed and does approve the creation of one (1) full-time RWC Contract Management and Relations Coordinator position in the Department of Human Services;

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2024, one (1) full-time RWC Contract Management and Relations Coordinator position is hereby created in the Department of Human Services to provide services to the Recovery and Wellness Consortium CCS providers; and

BE IT FURTHER RESOLVED, that this position shall be funded by using the Medicaid revenue generated by this position as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund these positions no longer be available or be reduced significantly, these positions may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded 100% with Medicaid CCS

Wages and Benefits	$78,427
Other Costs	2,100
Total 2024 Estimated Cost	$80,527

08/1/2023 Executive Committee

Approved as to Form:

Todd A. Pauls, Corporation Counsel 6/14/2023

Lori Zwiefelhofer, Finance Director 6/15/2023

Randy B. Scholz, County Administrator 6/15/2023

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Human Services Division: RWC - Lead County for multi-county consortium

Current Job Description Title: _____ Anticipated Start Date: 1/1/24

Proposed Job Description Title: (if different) RWC Contract Management and Relations Coordinator

Direct Supervisor: Jessica Barrickman

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

Currently all contracting and rates setting duties are completed by a DHS Accountant position. Approximately 50% of this Accountant's duties are designated to RWC contracting. These duties formerly tasked to this Accountant position, will move over to the RWC Contract Management and Relations Coordinator position, freeing up 50% of the Accountant time within the fiscal division to meet the demands of billing and accounts payable. In addition to these duties this position will be designated as the primary point person for all provider oversight, guidance and training related to contracting and provider on boarding. This position will also allow the RWC to provide improved support to contracted providers ensuring they have a thorough on boarding process, are well trained in Medicaid and DHS 36 rules, and are fully understanding and embracing the wraparound approach with the CCS program. A true wraparound implemented philosophy will result in improved recovery sustainability.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☐ Non-Represented

FLSA Status: ☒ Exempt ☐ Non-Exempt

Is the position mandated? ☐ Yes ☒ No
If yes, provide statute, regulation, etc.

Position Justification Description (Why is the position needed?):

While CCS is an intervention, it is also a prevention program in that it prevents and or delays the placement of children and adults in costly group home, residential (including out-of-state) and hospitalizations which may include Winnebago Mental Health Institute. Placements in these types of facilities can range from $6,000 to $26,000 per month. Winnebago can cost upwards of $1,450 per day. A mix of state and local funding (levy) often pays for these "deep end" placements. The better the RWC providers are trained, supported and have a full understanding of CCS the more consumers will experience sustainable recovery.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

This position will complete all contract annual renewals by the 1st of the year, build positive relationships with contracted providers that leads to improved training, on boarding and program understanding. Work collaboratively with RWC Lead County, Quality Assurance, contracted providers and partner counties. Direct supervision provided by RWC Operations Administrator with on going consultation and performance evaluation.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☒ Yes ☐ No
Please explain:

Currently all contracting and rates setting duties are completed by a DHS Accountant position. Approximately XXX % of this Accountant's duties are designated to RWC contracting. These duties formerly tasked to this Accountant position, will move over to the RWC Contract Management and Relations Coordinator position, freeing up 50% of the Accountant time within the fiscal division to meet the demands of billing and accounts payable.

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____
Description of Anticipated Work Schedule Monday-Thursday 7:30-4:30, Friday 7:30-11:30
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

When there is not ample RWC Lead County staff support to provide to contract providers this may result in them not having a quality on boarding process, resulting in not having a full understanding of CCS expectations, resulting in lowered rates of recovery sustainability, with potential implications of crisis and need for institutional placements, resulting in usage of county levy for high cost services.

For new positions, is there office space available for this position? ☒ Yes ☐ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☐ Yes ☐ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

This position will be 100% telecommuting, like much of the RWC Lead County employees are.
2022-2024 Strategic Plan Goals:
1. The RWC will provide quality person-centered services.
2. The RWC will have a provider network that meets the needs of our community.
3. The RWC will ensure that the system we work within is able to effectively meet the needs of continual growth.
4. The RWC will engage in system level advocacy to ensure mental health and AODA community needs are met.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

_____ + _____ = _____

Per Personnel Cost Report (PCR) | Per Benefit Estimate Report (BER) | **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: 209-85-54312

(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact Starting Wage/Hire (WPPA) 20.03 of Pay Grade L

20.03 (Starting Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 41,662.40 (Total Wages Minimum Impact)

41,662.40 (Total Wages Minimum Impact) + 7811.70 (Fringe Benefits* (Use percentage below)) + 23,988 (Health Insurance **) = 73,462.10 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact Position Point Wage/Max Step (WPPA) 22.04 of Pay Grade L

22.04 (Position Point Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 45,843.20 (Total Wages Maximum Impact)

45,843.20 (Total Wages Position Point Impact) + 8595.60 (Fringe Benefits* (Use percentage below)) + 23988 (Health Insurance **) = 78,426.80 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% | Protective WRS Position: 25% | Current LTE: 18% | New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

_____ + _____ = _____

Wage Less Overtime | Fringe Benefits Less Overtime | **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 2100 (new computer, phone, etc)
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 2100

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

2023 FUNDING SOURCES

☒ Federal/State (Specify) Medicaid	100 %	$ 78,426.80
☐ County Tax Levy	%	$
☐ County Other (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Other (Specify)	%	$
TOTAL	100%	$ 78426.80 *

*Must match above total maximum fiscal impact and other costs

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Tim Easker 04-18-23
Department Head Recommendation Date

2. [signature] 5/26/23
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. [signature] 5/26/23
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [signature] 5.26.23
~~County~~ Administrator Approval Date
☒ Approved ☐ Denied

5. _____
County Board Approval Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments:
New position requests approved contingent upon acceptable space plan to County Administrator by 6/30/23.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Recovery and Wellness Consortium (RWC) Contract Management and Relations Coordinator

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FLSA: Non-Exempt **Salary Range: L**

Reports To: RWC Operations Administrator

Department: Human Services **Date: January 2024**

JOB SUMMARY

The job duties of the RWC Contract management and Relations Coordinator in DHS include but are not limited to providing oversight, guidance and training to RWC contracted providers within the multi county consortium. This position is responsible for the development and management of RWC contracts under the direction of the RWC Operations Administrator and works closely with the DHS Fiscal team who approves final rates.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the RWC Contract Management and Relations Coordinator might be asked to perform. This job description is to incorporate any county ordinances created for the position of RWC Contract Management and Relations Coordinator. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Executes, maintains and monitors Provider Contracts for the multicounty Recovery and Wellness Consortium (RWC) as outlined by policy and procedures.
- Oversees the development and implementation of a performance-based contract program.
- Works with DHS Fiscal team and RWC Operations Administrator to negotiate provider contract and contract rates.
- Meet with prospective providers to discuss CCS programming with the RWC.
- Organize and facilitate county and regional provider relations meetings. Communicate updates, contract changes and performance standards to providers of the RWC.
- Provides coaching and guidance as necessary for provider related conflicts, breeches in contract and potential corrective action plans, with oversight by Operations Administrator.
- Attends RWC meetings, state meetings and any other meetings as directed.
- Prepares contracts/addendums for signatures, route and track contracts and addendums through appropriate approval process.
- Provides outreach to community agencies to assist with increasing provider service array options.
- Collects, manages and monitors contract data expenditures in relation to signed contracts/addendums.
- Coordinates and facilitates provider-based training related to contracting, onboarding and provider related expectations.
- Coordinates, plans and implements various provider related projects as assigned.
- Performs other duties as assigned.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

Customers:

- All prospective, current or past DHS consumers.

Team Members:

- Any professional or paraprofessional we work with in the serving of consumers.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Bachelor Degree in Business, Communications, Human Services or related degree and two (2) years' work experience required.
  -OR-
- Associates Degree in Business, Communication, Human Services or related degree required and six (6) years' work experience required.
- Experience working with contracted vendors preferred.
- Recent work experience in a human service, government or non-profit setting preferred.
- Work experience which includes working with performance-based contracts preferred.
- A valid driver's license required.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to understand contracting processes and regulations related to the provision of mental health and substance abuse services.
- Ability to maintain a professional demeanor when dealing with the public.
- Ability to instruct and train in methods and procedures.
- Ability to understand programming, implement change and working with people in the community.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.
- Ability to analyze issues, regulations, and practical processes from a programmatic and fiscal perspective in order to create an efficient and effective regional model.
- Possess experience and knowledge regarding the expectations and processes of third-party payers.
- Knowledge of budget and rate setting processes.
- Knowledge of business and governmental contract language and excellent negotiation skills.
- Ability to build and maintain working relationships with providers, and governmental entities.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer and advanced knowledge of Microsoft Office software, etc.
- Ability to understand the technology needs of a consortium model and with that understanding evaluate equipment and IT solutions based upon those needs.
- Other equipment could be required.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations.

MATHEMATICAL SKILLS

- Ability to accurately and rapidly add and subtract, multiply and divide, and calculate percentages, fractions, decimals, ratios, and present values.
- Ability to interpret basic descriptive statistical reports.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems and deal with a variety of situations.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.
- Ability to categorize data and information in order to determine the relationship of the data with reference to established criteria/standards

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Ability to work via telecommuting the majority of the time.
- Ability to attend in person meetings and trainings throughout the multi county consortium as needed.

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

Health & Human Services Board
5 County Board Supervisors
4 Citizen Representatives

Aging & Disability Resource Center Board

County Administrator
Randy Scholz

Jessica Barrickman
Operations Administrator
Recovery & Wellness Multi-County Consortium

Rachel Kilde - Clinician
Denise Eder - Lead
Anna McCrackin - DOA IT Division
Yia M. Xiong - DOA IT Division
New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

Human Services Director
Tim Easker

Proposed 01-01-24 Positions

Pauline Spiegel
Lead Administrative Assistant

Department of Administration
Finance Division
Lori Zwiefelhofer, Finance Director

Human Services Operations
FISCAL & CONTRACTS
Paul Brenner, Senior Fiscal Manager
Jordan Hallingstad, Fiscal Manager

1-Jill Johnson (DOA Finance Div)
1-Song Wu (DOA Finance Div.)
1-Brittany Hestekin (DOA Finance Div)
1-Angel Lequia
1-Sarah Nowobielski
1-Laura Gont
1-Tiffany Fedie
1-Julie Martell
1-Michelle Russell (AA)
1-New Position (Accountant)
2-New Positions (Account Assistants)

AGING & DISABILITY RESOURCE CENTER (ADRC) DIVISION
Leslie Fijalkiewicz, Manager

1-Stephanie Rasmussen (DBS)
1-Michelle Fellom (EBS)
1-Sue Koepnick (OC)
1-Sarah Hedlund (OC)
1-Erika Stevens (OC)
1-Kasha White (OC)
.5-Jessica Gibson (OC)
1-Kelly Zimmerman (Nutrition/Transp)
1-Carla Berscheit (DCS-shared with Dunn)
1-Renee Price (AA)
.6-Carrie Schick (AA)
.5-Breanna Schemenauer (AA-DBS/EBS)
.6-Carmen Olson (AA-Sprt Prgrms)
10 PT - Nutrition Program

Line of Authority

Line of Coordination

RECOVERY & WELLNESS CONSORTIUM (RWC)
ADULT SERVICES DIVISION
Tom Diel, Manager

1-Ann Rueden (CCS)
1-Amanda (Mandy) Heindl (CCS)
1-Trish Houle (RN)
1-Lisa Hudson (Clinician)
1-Caleb Johnson (CSP)
1-Caitlin (Mitchell) Walton (CCS)
1-Holly Anderson
1-Michelle Phelps (AODA)
1-Meghan Eisenbraun (CCS Clinician)
1-David Pfeiffer (CSP)
1-Joyel Metcalf (APS)
1-Britney Kopp (APS)
1-Kimberlyn Sorvaag (Crisis Follow-up)
1-Kim Behnke (AA)
.3-Erin Johnson (WATTS SW)
.20-Dr. Daniel Hanson (Contract)
.25-Daniel Erickson (Milkweed Connections)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Birth to 3
Child Protective Services
Ashley Brott, Manager

Erica Campbell, Supervisor (CPS-Access/IA)

1-Allison Oliphant (B-3 Lead Worker)
1-Patty Lemay (B-3)
1-Ann Teuteberg (B-3)
1-Missy Collins (FC/Knsp)
1-Macey Awe (CPS-IA)/Access
1-Claire Courtney (CPS-IA)
1-Vacant (CPS-IA)
1-Christopher McNamara (CPS-IA)
1-Sara Torrence (CPS-IA)
1-Sara Bedford (CPS-Ong)
1-Renee Berthiaume (CPS-Ong)
1-Anna Duske (CPS Ong
1-Vacant (CPS-Ong)
1-Hannah LaBelle (CPS-Ong)
1-Sydney Kwallek (CPS-Ong)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Children with Differing Abilities
Youth Justice
Kyra Secraw, Manager

Karla Halverson, Supervisor (CCS)

1-Amanda Conrad (CWDA/CCS)
1-Erika Ferrin (CWDA/CCS)
1-Kyndra Feirn (CWDA/CCS)
1-Kaitie Indermuehle (CWDA/CCS)
1-Hannah Kleist-Mousel (CWDA/CCS)
1-Tara Mrozinski (CWDA/CCS)
1-Vacant (CWDA/CCS)
1-Apryl Jordan (CWDA/CCS)
1-Tracy Xiong (CWDA/CCS)
1-Jessilyn Balsiger (CWDA/CLTS)
1-Wendy Hable (CWDA/CLTS)
1-Kerri Nowicki (CWDA/CLTS)
1-Serena Schultz (CWDA/CLTS)
1-Chris Kjentvet (CWDA/CLTS)
1-Vacant (CWDA/CCS)
1- Kerry Krista (YJ-JCI)
.5-Sherry Deyoe (YJ)
1-Amanda D'Jock (YJ)
1-Kaitlin Veseley (YJ)
1-Manda Young (YJ)
1-Geri Sedlacek (AA-CYF)

ECONOMIC SUPPORT (ES) DIVISION
Bobbie Jaeger, Manager

Elizabeth Nyhus, Lead Worker

1-Cindy Carlson (ESS)
1-Brittney Gee (ESS)
1-Rhonda Grzyb-Krista (ESS)
1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create the Position of Contract Mgmt and Relations Coordinator in the RWC (7787 : Resolution to Create the Position

DRAFT

STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE AN ADMINISTRATIVE ASSISTANT III POSITION IN THE DEPARTMENT OF HUMAN SERVICES TO PROVIDE ADMINISTRATIVE SUPPORT TO THE RECOVERY WELLNESS CONSORTIUM

Passage of this resolution will create one (1) full-time Administrative Assistant III position in the Department of Human Services to provide services to the multi-county Recovery Wellness Consortium (RWC), commencing in 2024. The position will provide administrative support to the RWC and the lead county team, specifically for Comprehensive Community Services (CCS). Chippewa County is the lead county for the RWC and is therefore responsible to provide all administrative support services for the Consortium.

The target consumers for the RWC are children and adults with mental health and substance abuse issues who receive those services through the CCS program. The CCS consumer census was 221 in 2017, 507 in 2020 and 730 in 2022. It is currently being projected that the RWC will be serving 900 consumers across all of the member counties by 2025. The RWC provider network has also seen large growth since the inception of the Consortium with 50 contracted providers in 2017, 100 in 2020 and a projected 140 in 2025. This growth within the RWC has increased the level of training needed for both county staff and service providers, has increased the amount of technical support required from the lead county, and has led to an overall increased general work load within the Chippewa County team.

The RWC underwent a system assessment in 2022 and 2023 to determine the RWC lead county's greatest efficiencies and strengths as well as to identify areas in which the Consortium could be more efficient and cost effective. It has been determined that the addition of an Administrative Assistant III would effectively support the growing work load needs within the RWC.

This proposed position would be able to take responsibility for tasks that are currently being done by the Lead County Operations Administrator, Clinician, Lead Social Worker, as well as the RWC IT staff and fiscal team. These tasks include, but are not limited to scheduling and coordinating meetings, data compilation for annual consumer surveys and consumer demographic data, annual contract collections through DocuSign, training coordination and the

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III

collection of required documentation from partner counties and service providers. The addition of this position would allow the other positions noted above to focus on their core job duties while meeting the consortium's needs in an effective and efficient manner.

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III

Resolution No.

RESOLUTION TO CREATE AN ADMINISTRATIVE ASSISTANT III POSITION IN THE DEPARTMENT OF HUMAN SERVICES TO PROVIDE ADMINISTRATIVE SUPPORT TO THE RECOVERY WELLNESS CONSORTIUM

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues through the multi-county Recovery and Wellness Consortium (RWC); and

WHEREAS, Chippewa County is the lead county in the RWC and is therefore responsible to provide all administrative support to the Consortium, including CCS support activities; and

WHEREAS, CCS support activities include Medicaid billing, accounts payable processing, clinical support, policy and procedure development and general oversite of the operations of the multi-county CCS program; and

WHEREAS, the CCS program continues to grow as mental health and substance abuse needs continue to rise within the member counties; and

WHEREAS, it is expected that the CCS consumer census across all of the member counties will increase from 616 in 2020 to 900 by the end of 2024; and

WHEREAS, the number of service providers contracted with the RWC has also grown significantly with 50 contracted providers in 2017, 100 in 2020 and a projected 140 in 2025; and

WHEREAS, this growth in the numbers of consumers and service providers has also led to an increase in the level of training needed and technical support required to meet the needs of the RWC; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that a full-time Administrative Assistant III position be created in the Department of Human Services to provide administrative support to the RWC through the CCS program, commencing in 2024; and

WHEREAS, this position would take on tasks that are currently being done by the Lead County Operations Administrator, Clinician, Lead Social Worker, as well as the RWC IT staff and fiscal team, which would allow those positions to focus on their core job duties while meeting the consortium's needs in an effective and efficient manner; and

WHEREAS, this position would be fully funded through the CCS funding received from the state and federal Medicaid funding;

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2024, a full-time Administrative Assistant III position is hereby created in the Department of Human Services to provide support to the RWC to help address the growth in the CCS program; and

BE IT FURTHER RESOLVED, that this position will provide direct support to RWC lead county team and will therefore be funded by using the Medicaid revenue generated by the position as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund this position no longer be available or be reduced significantly, this position may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded 100% with Medicaid CCS

Wages and Benefits	$70,992
Other Costs	2,100
Total 2024 Estimated Cost	$73,092

08/1/2023 Executive Committee

Approved as to Form:

Todd A. Pauls, Corporation Counsel 6/14/2023

Lori Zwiefelhofer, Finance Director 6/15/2023

Randy B. Scholz, County Administrator 6/15/2023

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Human Services Division: RWC - Lead County

Current Job Description Title: _____ Anticipated Start Date: 1/1/24

Proposed Job Description Title: (if different) Administrative Assistant III - RWC Lead County

Direct Supervisor: Jessica Barrickman

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

As the RWC has grown the demands on the Lead county (Chippewa) have grown as well. This growth has put an increase in work on the Lead County Leadership (Administrator, Lead Worker, IT, Lead Clinician, and the fiscal team). The addition of an Administrative Assistant position will allow appropriate tasks that align with that of an Administrative Assistant to be removed from their work load, allowing for them to focus on tasks within Leadership and their designated assigned job duties. Examples include but not limited to: scheduling and coordinating consortium meeting, data compilation, development of documents, managing contracting docusign collection, training and event assistance, basic web based updates.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☐ Non-Represented

FLSA Status: ☐ Exempt ☒ Non-Exempt

Is the position mandated? ☐ Yes ☒ No
If yes, provide statute, regulation, etc.

Position Justification Description (Why is the position needed?):

The addition of an Administrative Assistant to the RWC Lead county team will support those Lead County staff in a more cost effective manner minimizing the addition of leadership staff.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

Timely response to email and project completion. Demonstration of strong organizational skills, ability work work independently and within a team setting. Ability to self pace work and take initiative.

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☐ Yes ☒ No
Please explain:

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

Overtime is not a cost effective way to manage increasing work loads within fiscal and IT staff. Administrative staff with the Lead County (Administrator, Lead Worker and Clinician) are non exempt therefor overtime is not an option.

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____
Description of Anticipated Work Schedule Monday-Thursday 7:30-4:30, Friday 7:30-11:30
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

Continued increased demands on RWC Operations Administrator, Lead Worker, Multi County Clinician, IT and fiscal may result in the need for additional higher cost positions.

For new positions, is there office space available for this position? ☐ Yes ☒ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☐ Yes ☐ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

This position would be 100% telecommute:
RWC Strategic Plan Goals:
1. The RWC will provide quality person-centered services.
2. The RWC will have a provider network that meets the needs of our community.
3. The RWC will ensure that the system we work within is able to effectively meet the needs of continual growth.
4. The RWC will engage in system level advocacy to ensure mental health and AODA community needs are met.

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

new position + _____ = _____

Per Personnel Cost Report (PCR) | Per Benefit Estimate Report (BER) | **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: 209-85-54312

(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact Starting Wage/Hire (WPPA) 17.30 of Pay Grade I

17.30 (Starting Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 35,984 (Total Wages Minimum Impact)

35,984 (Total Wages Minimum Impact) + 6,747 (Fringe Benefits* (Use percentage below)) + 23,988 (Health Insurance **) = 66,719 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact Position Point Wage/Max Step (WPPA) 19.03 of Pay Grade I

19.03 (Position Point Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 39,582.4 (Total Wages Maximum Impact)

39,582.40 (Total Wages Position Point Impact) + 7,421.70 (Fringe Benefits* (Use percentage below)) + 23,988 (Health Insurance **) = 70,992.10 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% Protective WRS Position: 25% Current LTE: 18% New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

_____ + _____ = _____

Wage Less Overtime | Fringe Benefits Less Overtime | **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 2100
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 2100

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

2023 FUNDING SOURCES

☒ Federal/State (Specify) Medicaid funding through CCS	100 %	$ 70,992.10
☐ County Tax Levy	%	$
☐ County Other (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Other (Specify)	%	$
TOTAL	100%	$ 70,992.10 *

***Must match above total maximum fiscal impact and other costs**

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Tim Easker 4/17/23
Department Head Recommendation Date

2. [signature] 5/24/23
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. [signature] 5/26/23
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [signature] 5/26/23
County Administrator Approval Date
☒ Approved ☐ Denied

5. _____
County Board Approval Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments:
New position requests approved contingent upon acceptable space plan to County Administrator by 6/30/23.

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Administrative Assistant III –RWC multi-county consortium

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FLSA: Non-Exempt **Salary Range: I**

Reports To: RWC Operations Administrator

Department: Human Services **Date: January 2024**

JOB SUMMARY

The job duties of the Administrative Assistant III – RWC multi-county consortium include but are not limited to ensure that documents, reports, and data are completed accurately, timely, and efficiently; to work independently in a customer service and administrative professional position; to participate in workgroups and teams; and to provide responsive, courteous, and efficient customer service to the Recovery and Wellness Consortium counties and providers.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Administrative Assistant III – RWC multi-county consortium might be asked to perform. This job description is to incorporate any county ordinances created for the position of Administrative Assistant III – RWC multi county-consortium. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Participate in consortium and lead County meetings.
- Communicate professionally with counties, providers, consumers, co-workers, and the public.
- Prepare and accurately complete documents and reports, and perform other administrative professional functions as requested and necessary to meet the needs of the consumers and RWC lead County.
- Assist in data collection and compilation for annual state reporting and consumer satisfaction
- Process data accurately and efficiently via an electronic data management system and other computer software programs.
- Participate and contribute to workgroups and teams; assist with coordination of workgroup or team meetings as requested.
- Assists managers and co-workers with special projects and events as requested.
- Maintain consumer file system and/or record retention.
- Schedule appointments for staff in electronic calendar system as needed.
- Participate in trainings and learning opportunities for professional development and enhancement of skills.
- Provide administrative support to the RWC lead County.
- Data management consumer demographics, growth trends and consumer satisfaction surveys.
- Complete record checks for other agencies; complete record requests.
- Other duties as assigned by the division manager.

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

Customers:

- All prospective, current or past DHS consumers.

Team Members:

- Any professional or paraprofessional we work with in the serving of consumers.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Associate degree in a clerical field required.
- Three (3) years of recent related work experience in a Secretarial /Administrative Assistant position required.
- A valid driver's license required.

SKILLS AND ABILITIES

- Ability to build positive and professional working relationships, as well as the ability to work independently.
- Ability to demonstrate courtesy, tact, respect, and interest in the success of others.
- Ability to contribute to a team environment. Supports decisions of co-workers.
- Ability to adapt and work effectively within a variety of situations. Understands and appreciates different opposing perspectives on an issue.
- Ability to adapt one's approach as the requirements of the situation change, and changing or easily accepting changes or being flexible for the department or job requirements.
- Ability to maintain a professional demeanor when dealing with the public, countywide staff, and elected officials.
- Ability to maintain discretion regarding business-related files, reports and conversations, within the provisions of open record laws and other applicable State and Federal Statutes and Regulations.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, (e.g. local ordinances, procedure manuals, codes, etc.).
- Ability to accept feedback regarding performance and actively uses such information to adapt behavior when necessary to improve professional and division performance.

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer, and basic knowledge of Microsoft Office and other computer software.
- Ability to use county software and web-based programs.
- Ability to embrace new technology and equipment creating efficiencies and encourages others to do so.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; safety manuals; and warning labels.

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

MATHEMATICAL SKILLS

- Ability to perform basic mathematical calculations.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems in a variety of situations and solve in a systematic manner.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Work is primarily via telecommuting with occasional required meetings throughout the multi-county consortium.
- Act to ensure the security of county property, equipment, apparatus, vehicles, computers/software etc.
- Ability to work flexible hours based on agency need.

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

Health & Human Services Board
5 County Board Supervisors
4 Citizen Representatives

Aging & Disability Resource Center Board

County Administrator
Randy Scholz

Jessica Barrickman
Operations Administrator
Recovery & Wellness Multi-County Consortium

Human Services Director
Tim Easker

Rachel Kilde - Clinician
Denise Eder - Lead
Anna McCrackin - DOA IT Division
Yia M. Xiong - DOA IT Division
New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

Proposed 01-01-24 Positions

Department of Administration
Finance Division
Lori Zwiefelhofer, Finance Director

Pauline Spiegel
Lead Administrative Assistant

Human Services Operations
FISCAL & CONTRACTS
Paul Brenner, Senior Fiscal Manager
Jordan Hallingstad, Fiscal Manager

1-Jill Johnson (DOA Finance Div)
1-Song Wu (DOA Finance Div.)
1-Brittany Hestekin (DOA Finance Div)
1-Angel Lequia
1-Sarah Nowobielski
1-Laura Gont
1-Tiffany Fedie
1-Julie Martell
1-Michelle Russell (AA)
1-New Position (Accountant)
2-New Positions (Account Assistants)

AGING & DISABILITY RESOURCE CENTER (ADRC) DIVISION
Leslie Fijalkiewicz, Manager

1-Stephanie Rasmussen (DBS)
1-Michelle Fellom (EBS)
1-Sue Koepnick (OC)
1-Sarah Hedlund (OC)
1-Erika Stevens (OC)
1-Kasha White (OC)
.5-Jessica Gibson (OC)
1-Kelly Zimmerman (Nutrition/Transp)
1-Carla Berscheit (DCS-shared with Dunn)
1-Renee Price (AA)
.6-Carrie Schick (AA)
.5-Breanna Schemenauer (AA-DBS/EBS)
.6-Carmen Olson (AA-Sprt Prgrms)
10 PT - Nutrition Program

Line of Authority

Line of Coordination

RECOVERY & WELLNESS CONSORTIUM (RWC) ADULT SERVICES DIVISION
Tom Diel, Manager

1-Ann Rueden (CCS)
1-Amanda (Mandy) Heindl (CCS)
1-Trish Houle (RN)
1-Lisa Hudson (Clinician)
1-Caleb Johnson (CSP)
1-Caitlin (Mitchell) Walton (CCS)
1-Holly Anderson
1-Michelle Phelps (AODA)
1-Meghan Eisenbraun (CCS Clinician)
1-David Pfeiffer (CSP)
1-Joyel Metcalf (APS)
1-Britney Kopp (APS)
1-Kimberlyn Sorvaag (Crisis Follow-up)
1-Kim Behnke (AA)
.3-Erin Johnson (WATTS SW)
.20-Dr. Daniel Hanson (Contract)
.25-Daniel Erickson (Milkweed Connections)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Birth to 3
Child Protective Services
Ashley Brott, Manager

Erica Campbell, Supervisor (CPS-Access/IA)

1-Allison Oliphant (B-3 Lead Worker)
1-Patty Lemay (B-3)
1-Ann Teuteberg (B-3)
1-Missy Collins (FC/Knsp)
1-Macey Awe (CPS-IA)/Access
1-Claire Courtney (CPS-IA)
1-Vacant (CPS-IA)
1-Christopher McNamara (CPS-IA)
1-Sara Torrence (CPS-IA)
1-Sara Bedford (CPS-Ong)
1-Renee Berthiaume (CPS-Ong)
1-Anna Duske (CPS Ong
1-Vacant (CPS-Ong)
1-Hannah LaBelle (CPS-Ong)
1-Sydney Kwallek (CPS-Ong)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Children with Differing Abilities
Youth Justice
Kyra Seeraw, Manager

Karla Halverson, Supervisor (CCS)

1-Amanda Conrad (CWDA/CCS)
1-Erika Ferrin (CWDA/CCS)
1-Kyndra Feirn (CWDA/CCS)
1-Kaitie Indermuehle (CWDA/CCS)
1-Hannah Kleist-Mousel (CWDA/CCS)
1-Tara Mrozinski (CWDA/CCS)
1-Vacant (CWDA/CCS)
1-Apryl Jordan (CWDA/CCS)
1-Tracy Xiong (CWDA/CCS)
1-Jessilyn Balsiger (CWDA/CLTS)
1-Wendy Hable (CWDA/CLTS)
1-Kerri Nowicki (CWDA/CLTS)
1-Serena Schultz (CWDA/CLTS)
1-Chris Kjentvet (CWDA/CLTS)
1-Vacant (CWDA/CCS)
1- Kerry Krista (YJ-JCI)
.5-Sherry Deyoe (YJ)
1-Amanda D'Jock (YJ)
1-Kaitlin Veseley (YJ)
1-Manda Young (YJ)
1-Geri Sedlacek (AA-CYF)

ECONOMIC SUPPORT (ES) DIVISION
Bobbie Jaeger, Manager

Elizabeth Nyhus, Lead Worker

1-Cindy Carlson (ESS)
1-Brittney Gee (ESS)
1-Rhonda Grzyb-Krista (ESS)
1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create Admin Assist III Position in DHS for the RWC - Duplicate (7786 : Resolution to Create Admin Assist III Position

DRAFT

STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE TWO ACCOUNT ASSISTANT POSITIONS IN THE DEPARTMENT OF HUMAN SERVICES TO PROVIDE FISCAL SUPPORT TO THE RECOVERY WELLNESS CONSORTIUM

Passage of this resolution will create two (2) full-time Account Assistant positions in the Department of Human Services, commencing in 2024. These positions will provide fiscal support to the multi-county Recovery and Wellness Consortium (RWC), specifically for Comprehensive Community Services (CCS). CCS activities include Medicaid billing, electronic health record filing, accounts payable processing, and other fiscal activities as required. The target consumers for the RWC are children and adults with mental health and substance abuse issues who receive those services through the CCS program. These positions will be filled after January 1, 2024 and when consumer numbers dictate additional positions are needed.

The CCS consumer census across all of the member counties was 650 on December 31, 2021 and the fiscal staff at that time consisted of 7.31 full-time equivalent (FTE) employees to support the program. On average, each FTE supported 88 consumers. Currently there are 100 consumers per FTE. The CCS program continues to grow in Chippewa County and the RWC partner county members. Based on internal estimates and those of our county partners, the CCS census will be approximately 900 by the end of 2024, which if no additional fiscal staff were added would mean 123 consumers per FTE. It is imperative that the fiscal staff grow along with the consumer count to ensure that billing, documentation, provider payment, and reporting requirements are met. The CCS program is a fully funded/reimbursed Medicaid program and requires no additional funding from Chippewa County.

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant

Resolution No.

RESOLUTION TO CREATE TWO ACCOUNT ASSISTANT POSITIONS IN THE DEPARTMENT OF HUMAN SERVICES TO PROVIDE FISCAL SUPPORT TO THE RECOVERY WELLNESS CONSORTIUM

WHEREAS, the Department of Human Services is the service facilitator for federal and state funding through the Comprehensive Community Services (CCS) Program, which provides intervention services for children and adults with mental health and substance abuse issues through the multi-county Recovery and Wellness Consortium (RWC); and

WHEREAS, Chippewa County is the lead county in the RWC and is therefore responsible to provide all administrative support to the Consortium, including CCS support activities; and

WHEREAS, CCS support activities include Medicaid billing, electronic health record filing, accounts payable processing, and other fiscal activities as required; and

WHEREAS, the Fiscal and Contracts Division within the Department of Human Services is responsible for providing fiscal support for the RWC; and

WHEREAS, the CCS program is growing at Chippewa and the CCS member counties of the RWC and it is expected that the CCS consumer census across the Consortium will increase from 616 in 2020 to 900 by the end of 2024; and

WHEREAS, not increasing the fiscal support capacity by a proportional amount may result in loss of revenue, non-compliance with mandatory documentation and reporting requirements, and not paying providers in a timely fashion; and

WHEREAS, it is the recommendation of the Director of the Department of Human Services and the County Administrator that two (2) Account Assistant positions be created in the Fiscal and Contracts Division of the Department of Human Services, commencing in 2024, to provide fiscal services to the RWC through the CCS program; and

WHEREAS, it is also recommended that these positions be filled after January 1, 2024 and when consumer numbers indicate that another Account Assistant position is needed: and

WHEREAS, these positions will be fully funded with the CCS funding received from the state and federal governments;

NOW, THEREFORE BE IT RESOLVED, that effective in January 2024, two (2) Account Assistant positions are hereby created in the Fiscal Division of the Department of Human Services to provide fiscal support to the RWC and address the growth in the CCS program; and

BE IT FURTHER RESOLVED, that these positions be filled after January 1, 2024 and when

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant

consumer numbers indicate that another Account Assistant position is needed: and

BE IT FURTHER RESOLVED, that these positions will provide direct support to the CCS lead county fiscal team and will therefore be funded by using the Medicaid revenue generated by the positions as well as the CCS reconciliation process; and

BE IT FURTHER RESOLVED, that should the state and federal funding necessary to fund these positions no longer be available or be reduced significantly, these positions may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded 100% with Medicaid CCS for 2 Account Assistants

Wages and Benefits	$151,617
Other Costs	4,000
Total 2024 Estimated Cost	$155,617

08/1/2023 Executive Committee

Approved as to Form:

Todd A. Pauls, Corporation Counsel 6/14/2023

Lori Zwiefelhofer, Finance Director 6/15/2023

Randy B. Scholz, County Administrator 6/15/2023

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

Action Requested: ☒ New Position ☐ Fill Vacancy ☐ Other (ex: increased hours)

Department: Department of Human Services Division: Fiscal

Current Job Description Title: _____ Anticipated Start Date: 01/01/2024

Proposed Job Description Title: (if different) Account Assistant (2 positions)

Direct Supervisor: Jordan Hallingstad

Current/Past Employee Name (blank if new position): _____ No. of Years Served in Position: _____

Current Status: ☐ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Proposed Status: ☒ FT ☐ PT ☐ LTE/Seasonal ☐ LTE/Annual ☐ Paid Intern ☐ Unpaid Intern ☐ Volunteer ☐ Other

Reason for vacancy or new position (if due to vacancy - please indicate the last day of work for the employee in the position):

The RWC has grown to a point where additional staff are needed to pay all provider invoices and bill Medicaid for reimbursement in a timely manner.

Bargaining Unit: ☐ WPPA-Patrol Officers/Investigators ☒ Non-Represented

FLSA Status: ☒ Exempt ☐ Non-Exempt

Is the position mandated? ☐ Yes ☒ No
If yes, provide statute, regulation, etc.

Position Justification Description (Why is the position needed?):

The fiscal team processed almost 18k invoices in 2022. These invoices produced 93k claims to bill to Medicaid. Without additional staff, reimbursement from Medicaid will be delayed and payment to providers will not be able to be completed on schedule.

Measurement of Job Performance (e.g. clients, caseload, work output, etc.)

This position will take ownership of a number of providers for processing invoices, in addition to other tasks. Job performance would be based on coding invoices accurately and timely so providers are paid according to schedule. This position would also be measured through the annual review process.

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities? ☐ Yes ☒ No
Please explain:

Is this a new position? ☒ Yes ☐ No
Would its creation cause the future elimination of another position? ☐ Yes ☒ No
If yes, please explain:

Fiscal is not completing unnecessary tasks and needs additional staff to complete all billing and accounts payable timely..

For new positions, are there alternatives to the services that this individual would provide (temporary help, part-time vs. full-time, help from other county departments, use of overtime, eliminating unnecessary work)? ☐ Yes ☒ No
Please explain:

PLEASE ANSWER BOTH QUESTIONS (for WRS & ACA purposes)
In the first twelve months from the new position or refill position start date:

Do you intend to work this position 600 or more hours? ☒ Yes ☐ No
Do you intend to work this position 1200 or more hours? ☒ Yes ☐ No
Requested Annual Hours: ☒ 2080 ☐ 1500 ☐ 1040 ☐ 975 ☐ Other: _____
Description of Anticipated Work Schedule Monday-Thursday 7:30-4:30, Friday 7:30-11:30
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences or impact of **not** filling this position?

We will not be able to pay all invoices according to our schedule, damaging the relationship between the RWC and the providers. Cash flow will also be impacted if we cannot enter billing for Medicaid as soon as the providers are paid.

For new positions, is there office space available for this position? ☒ Yes ☐ No (if no, complete Office Relocation Form)
Will this require an office move/relocation? ☐ Yes ☒ No (if yes, complete Office Relocation Form)

How does this position fit into the long-range and strategic plans of the Department and/or the County?

2022-2024 RWC Strategic Plan Goal:
The RWC will ensure that the system we work within is able to effectively meet the needs of continual growth.

The last time we added fiscal staff, we were processing 11,000 invoices for $10 million. In 2023 we are projected to process almost twice the number of invoices and dollars - 21,000 invoices for $20 million. The volume has grown to point where we are not effectively able to meet the needs of the consortium with the current fiscal staff.

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2023 BUDGETED AMOUNT FOR POSITION (From 2023 PCR and BER)

Proposed new 2024 positions (Per Personnel Cost Report (PCR)) + _____ (Per Benefit Estimate Report (BER)) = _____ **Total Budgeted for Position**

Number of Hours Budgeted for Position per 2023 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: 209-85-54312

(If more than 1 account number please attach a separate document with the associated percentages)

ANNUAL FISCAL IMPACT

Minimum Fiscal Impact

Starting Wage/Hire (WPPA) 19.07 of Pay Grade K

38.14 (Starting Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 79,331.20 (Total Wages Minimum Impact)

79,331.20 (Total Wages Minimum Impact) + 14,874.60 (Fringe Benefits* (Use percentage below)) + 47,976 (Health Insurance **) = 142,181.80 **Total Minimum Fiscal Impact 2023**

Position Point Fiscal Impact

Position Point Wage/Max Step (WPPA) 20.98 of Pay Grade K

41.96 (Position Point Hourly Rate) X 2080 (Maximum Hours (2080, 1500, 1040 or 975)) = 87,276.80 (Total Wages Maximum Impact)

87,276.80 (Total Wages Position Point Impact) + 16,364.40 (Fringe Benefits* (Use percentage below)) + 47,976 (Health Insurance **) = 151,617.20 **Total Maximum Fiscal Impact 2023**

* Percentages to Use: General WRS Position: 18.75% Protective WRS Position: 25% Current LTE: 18% New LTE: 11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,775

2023 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

_____ (Wage Less Overtime) + _____ (Fringe Benefits Less Overtime) = _____ **Total YTD Expended for Position**

Retirement/Resignation Pay out Amount: _____ Budgeted Amount: _____

OTHER COSTS

Please define and breakdown "other" costs here:

***"Other" includes, but is not limited to: equipment, office space, vehicle, on-call pay etc.

Personal equipment (tools, uniforms, safety equipment)	$ 0
Mileage and meals	$
Training expenses (including memberships)	$
Computer equipment	$ 4,000
Office furniture and supplies	$
Other operating expenses	$
Renovation/relocation costs	$
Total Other Costs	$ 4,0000

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

2023 FUNDING SOURCES

☒ Federal/State (Specify) CCS Medicaid	100 %	$ 155,617.20
☐ County Tax Levy	%	$
☐ County Other (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Other (Specify)	%	$
TOTAL	100%	$ 155,617.20 *

***Must match above total maximum fiscal impact and other costs**

Will any of the listed funding sources expire during the duration of the position? ☐ Yes ☒ No
If yes, please indicate what sources will expire, with expiration dates:

If yes, please indicate where the funding will come from after the sources of funding have expired:

NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts and emailed to the Human Resources Director. Positions will not be considered absent job descriptions.

1. Tim Easker 5/11/23
Department Head Recommendation Date

2. [signature] 5/24/23
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. Lori Bunkelmeyer 5/26/23
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [signature] 5:26:23
County Administrator Approval Date
☒ Approved ☐ Denied

5.
County Board Approval Date
☐ Approved ☐ Denied
Resolution No. _____
** New Positions Only **

Comments:
New position requests approved contingent upon acceptable space plan to County Administrator by 6/30/23.

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Account Assistant

FLSA: Non-Exempt **Salary Range: K**

Reports To: Department of Human Services Fiscal Manager

Department: Human Services **Date: January 2020**

JOB SUMMARY

The job duties of the Account Assistant including but are not limited to Consumer Financial Services duties for the Department of Human Services, Regional Wellness Consortia and Criminal Justice Collaborating Council that include continued development and analyzation of the Consumer Financial Services program. Provide customer service for multiple divisions through education of the consumer on costs of services, ability to pay and collection policies and procedures. Update policies, procedures and division brochures as requested. Resolve disputes, schedule committee meetings for Fee Waiver Requests, prepare documents, reports and ensure accurate financial and insurance information entry into software systems.

DUTIES AND RESPONSIBILITIES

The duties described below are indicative of what the Account Assistant in the Consumer Financial Services area might be asked to perform. This job description is to incorporate any county ordinances created for the position of Account Assistant. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Plan and implement the strategic initiatives of the county board, Health& Human Service/Aging & Disability Resource Boards, the department, and divisions. This includes implementing the vision, mission, and values of the department.
- Utilize strength's and talents to meet the County Board, Department of Human Services, and division strategic initiatives.
- Work closely with leadership team by developing/revising department policy and procedure, participating in organizational development, integrating service delivery with other divisions in order to reduce barriers in meeting customer's needs/outcomes, and quality improvement projects. Participate in the Fiscal Team or departmental meetings for communication purposes, identify and analyze problems, and recommend solutions.
- Communicate effectively, efficiently, and respectfully in the delivery of Consumer Financial Services program whether in person, by telephone, by email, or any other communication method.
- Establish a timeline plan of prioritizing tasks to ensure all work is completed in a timely manner to meet deadlines.
- Schedule appointments with consumers in the office or at their home to assist and obtain Consumer Financial Services required paperwork for completion of their Ability to Pay.
- Determine their ability to pay based on the Division specific requirements. Create consumer case and enter confidential personal and financial information into the appropriate Department software (Avatar, Geneva and QuickBooks).

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

- Prepare monthly consumer statements, collect, receipt and post-consumer payment into the appropriate software.
- Supports, monitors and assists in the maintenance of the DHS accounts receivable and insurance billing systems as well as related consumer information reporting systems in support of all department divisions.
- Performs fiscal data entry, various reconciliations, assists with Tax Intercept Program and prepares reports for fiscal reporting requirements.
- Other duties as assigned by the division manager.

Customers:

- All prospective, current or past DHS consumers.

Team Members:

- Any professional or paraprofessional we work with in the serving of consumers.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required at the time of hire or for the continuation of employment.

EDUCATION AND/OR EXPERIENCE:

- Associate degree in an accounting, business, bookkeeping or closely related field with 3 years recent accounting or customer service experience.
- Three (3) years of recent related work experience in an Accounting or Administrative Assistant position with accounts receivable experience.
- A valid driver's license required.

SKILLS AND ABILITIES

- Ability to perform basic accounting principles and procedures.
- General knowledge of current office practices and procedures and confidentiality.
- Ability to prepare and maintain accurate and concise records and reports.
- Ability to build positive and professional working relationships, as well as the ability to work independently.
- Ability to demonstrate courtesy, tact, respect, and interest in the success of others.
- Ability to contribute to a team environment. Supports decisions of co-workers.
- Ability to adapt and work effectively within a variety of situations, Understands and appreciates different opposing perspectives on an issue.
- Ability to adapt one's approach as the requirements of the situation change, and changing or easily accepting changes or being flexible for the department or job requirements.
- Ability to maintain a professional demeanor when dealing with the public, countywide staff, and elected officials.
- Ability to maintain discretion regarding business-related files, reports and conversations, within the provisions of open record laws and other applicable State and Federal Statutes and Regulations.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, (e.g. local ordinances, procedure manuals, codes, etc.).
- Ability to accept feedback regarding performance and actively uses such information to adapt behavior when necessary to improve professional and division performance.

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

EQUIPMENT KNOWLEDGE REQUIRED

- Ability to operate various types of equipment – standard office equipment, computer, and basic knowledge of Microsoft Office and other computer software.
- Ability to use county software and web based programs.
- Ability to embrace new technology and equipment creating efficiencies and encourages others to do so.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, supervisor, and the public.
- Ability to communicate in both written and verbal form.
- Ability to develop, interpret and implement local policies and procedures; written instructions, general correspondence; Federal, State, and local regulations; safety manuals; and warning labels.

MATHEMATICAL SKILLS

- Ability to perform basic mathematical calculations.

REASONING ABILITY

- Ability to respond to complaints and grievances posed by the public.
- Ability to define problems in a variety of situations and solve in a systematic manner.
- Ability to think quickly, maintains self-control, and adapt to stressful situations.

PHYSICAL AND WORK ENVIRONMENT

The physical and work environments described are representative of those that must be met by an employee to successfully perform the functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Physical Environment:

- The duties of this job include physical activities such as stooping, kneeling, sitting, standing, reaching, walking, lifting and/or move (up to 10 pounds), grasping, talking, and hearing/listening, seeing/observing, and repetitive motions.
- Specific vision abilities required by this job include close, distance and peripheral vision; depth perception; and the ability to adjust focus.

Work Environment:

- Work in an office setting. Takes action to ensure the security of county property, equipment, apparatus, vehicles, computers/software etc.
- Ability to work flexible hours based on agency need.

Chippewa County Department of Human Services
Organizational Chart - Employees

CHIPPEWA COUNTY Human Services

Health & Human Services Board
5 County Board Supervisors
4 Citizen Representatives

Aging & Disability Resource Center Board

County Administrator
Randy Scholz

Jessica Barrickman
Operations Administrator
Recovery & Wellness Multi-County Consortium

Human Services Director
Tim Easker

Department of Administration
Finance Division
Lori Zwiefelhofer, Finance Director

Human Services Operations
FISCAL & CONTRACTS
Paul Brenner, Senior Fiscal Manager
Jordan Hallingstad, Fiscal Manager

1-Jill Johnson (DOA Finance Div)
1-Song Wu (DOA Finance Div.)
1-Brittany Hestekin (DOA Finance Div)
1-Angel Lequia
1-Sarah Nowobielski
1-Laura Gont
1-Tiffany Fedie
1-Julie Martell
1-Michelle Russell (AA)
1-New Position (Accountant)
2-New Positions (Account Assistants)

Pauline Spiegel
Lead Administrative Assistant

Rachel Kilde - Clinician
Denise Eder - Lead
Anna McCrackin - DOA IT Division
Yia M. Xiong - DOA IT Division
New Position (Contract Mgmt/Relations Coordinator)
New Position (Administrative Assistant)

Proposed 01-01-24 Positions

AGING & DISABILITY RESOURCE CENTER (ADRC) DIVISION
Leslie Fijalkiewicz, Manager

1-Stephanie Rasmussen (DBS)
1-Michelle Fellom (EBS)
1-Sue Koepnick (OC)
1-Sarah Hedlund (OC)
1-Erika Stevens (OC)
1-Kasha White (OC)
.5-Jessica Gibson (OC)
1-Kelly Zimmerman (Nutrition/Transp)
1-Carla Berscheit (DCS-shared with Dunn)
1-Renee Price (AA)
.6-Carrie Schick (AA)
.5-Breanna Schemenauer (AA-DBS/EBS)
.6-Carmen Olson (AA-Sprt Prgrms)
10 PT - Nutrition Program

Line of Authority

Line of Coordination

RECOVERY & WELLNESS CONSORTIUM (RWC)
ADULT SERVICES DIVISION
Tom Diel, Manager

1-Ann Rueden (CCS)
1-Amanda (Mandy) Heindl (CCS)
1-Trish Houle (RN)
1-Lisa Hudson (Clinician)
1-Caleb Johnson (CSP)
1-Caitlin (Mitchell) Walton (CCS)
1-Holly Anderson
1-Michelle Phelps (AODA)
1-Meghan Eisenbraun (CCS Clinician)
1-David Pfeiffer (CSP)
1-Joyel Metcalf (APS)
1-Britney Kopp (APS)
1-Kimberlyn Sorvaag (Crisis Follow-up)
1-Kim Behnke (AA)
.3-Erin Johnson (WATTS SW)
.20-Dr. Daniel Hanson (Contract)
.25-Daniel Erickson (Milkweed Connections)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Birth to 3
Child Protective Services
Ashley Brott, Manager

Erica Campbell, Supervisor (CPS-Access/IA)

1-Allison Oliphant (B-3 Lead Worker)
1-Patty Lemay (B-3)
1-Ann Teuteberg (B-3)
1-Missy Collins (FC/Knsp)
1-Macey Awe (CPS-IA)/Access
1-Claire Courtney (CPS-IA)
1-Vacant (CPS-IA)
1-Christopher McNamara (CPS-IA)
1-Sara Torrence (CPS-IA)
1-Sara Bedford (CPS-Ong)
1-Renee Berthiaume (CPS-Ong)
1-Anna Duske (CPS Ong
1-Vacant (CPS-Ong)
1-Hannah LaBelle (CPS-Ong)
1-Sydney Kwallek (CPS-Ong)

CHILDREN, YOUTH & FAMILIES (CYF) DIVISION
Children with Differing Abilities
Youth Justice
Kyra Seeraw, Manager

Karla Halverson, Supervisor (CCS)

1-Amanda Conrad (CWDA/CCS)
1-Erika Ferrin (CWDA/CCS)
1-Kyndra Feirn (CWDA/CCS)
1-Kaitie Indermuehle (CWDA/CCS)
1-Hannah Kleist-Mousel (CWDA/CCS)
1-Tara Mrozinski (CWDA/CCS)
1-Vacant (CWDA/CCS)
1-Apryl Jordan (CWDA/CCS)
1-Tracy Xiong (CWDA/CCS)
1-Jessilyn Balsiger (CWDA/CLTS)
1-Wendy Hable (CWDA/CLTS)
1-Kerri Nowicki (CWDA/CLTS)
1-Serena Schultz (CWDA/CLTS)
1-Chris Kjentvet (CWDA/CLTS)
1-Vacant (CWDA/CCS)
1- Kerry Krista (YJ-JCI)
.5-Sherry Deyoe (YJ)
1-Amanda D'Jock (YJ)
1-Kaitlin Veseley (YJ)
1-Manda Young (YJ)
1-Geri Sedlacek (AA-CYF)

ECONOMIC SUPPORT (ES) DIVISION
Bobbie Jaeger, Manager

Elizabeth Nyhus, Lead Worker

1-Cindy Carlson (ESS)
1-Brittney Gee (ESS)
1-Rhonda Grzyb-Krista (ESS)
1-Melinda Steele (ESS)
1-Emily D'Angelo (ESS)
1-Cheryl Kivi Lemanski (ESS)
1-Christina Szalecki (ESS)
1-Rachel Phelps (ESS)
1-Ericka Zillmer (ESS)
1-Stacy Vang (ESS)
1-Brandi Engel (AA)
1-Stephanie Winters (AA)

Attachment: Resolution to Create 2 Account Assistant Positions in DHS for the RWC (7785 : Resolution to Create 2 Account Assistant Positions

STATEMENT OF EXPLANATION
HUMAN SERVICES 2024 BUDGET - PAUL BRENNER/TIM EASKER

The 2024 budget for Department of Human Services will be presented for review and approval to forward to the County Administrator for final review and approval

Department of Human Services
2024 Budget Summary

Department Overview

- Total proposed budget for 2024 is $38,834,997*
- Programs, processes and positions continue to be evaluated on a regular basis to determine where efficiencies can be gained.
- Includes agency management and overhead of $641,371 the majority of which is the Long-Term Care maintenance of effort to Dept. of Health Services ($611,030).
- Current fund balance $76,462

Division/Unit Overview

Child Protective Service and Birth to Three

- Total budget $2,796,232
- Total levy $754,644
- Staff turnover remains an issue in both initial assessment and ongoing.
- A lack of foster homes which may result in higher placement costs due to having to utilize treatment foster care homes for children who do not need that level of care.
- Methamphetamine use by parents/caregivers remains our number one reason why children are removed from their homes.

Youth Justice Unit

- Total Budget $705,131
- Total levy $210,946
- Lack of foster homes preset the same challenge as noted above.
- Increasing state mandates continue to eat away at workers time.

Out-of-Home Placements (Foster Care-Youth Justice)

- Total budget $1,855,114
- Total levy $552,847
- Over all placement numbers are down year to date. However, Juveniles in Need of Protection and Services JIPS, remain a significant driver of our placement costs. While there are less kids in this area, placements are typically costlier as they require residential levels of care. Due to the complexity of their mental health challenges, these children require secure long-term treatment facilities which Wisconsin is unable to accommodate. However, over the last 2 years WI has seen a substantial increase for RCC and Group Home cost due the Department of Children and Families initiative know as Qualified Residential Treatment Programs.

Attachment: 5.9a 2024 DHS Budget Summary (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Children with Differing Abilities Unit

- Total budget $1,277,116
- Total levy $0
- Comprehensive Community Services and Children's Long-Term Support, which are both fully funded Medicaid programs, continues to grow. The benefit is by serving children in these programs we often prevent and or delay out-of-home placements. These are the children with complex needs who can end up in costlier residential and out of state placements.

Economic Support

- Total budget $1,522,215
- Total levy $316,920

Aging and Disability Resource Center (ADRC)

- Total budget $2,065,589
- Total levy $100,538
- ARPA funds will reduce levy needed for wage increases in 2024.
- Uncertainty still exists regarding inflationary impact on food and fuel price.
- Requests for services exceeds capacity in areas of Meals on Wheels, in-home assistance, Caregiver Respite, Transportation and Medicare related questions.

Recovery and Wellness Consortium (County)

- Total budget $3,401,724
- Total levy $598,632
- With the recent "unwinding" of the public health emergency practices, we may have consumers who will no longer qualify for Medicaid. Could lead to increased cost to county due to mental health emergencies.
- Increase of daily rates for adult placements.
- We are seeing an uptick in homelessness in our county. We do not utilize mental health placements for housing, only safety. As such upon completion of treatment, some people are being discharged to the streets.
- Winnebago costs continue to increase for counties across the state including Chippewa.

Multi County CCS Consortium

- Total budget $24,570,505
- Total levy $0

*The $38.8 million figure makes the Chippewa County expense appear larger than it is because Chippewa is the lead county for the nine county CCS consortium. Accounting practices dictate that expenses and revenues for all nine counties are listed on the lead counties books. Contracted services provided to consumers for all nine CCS counties account for approximately $19.8 million of expenses. None of the RWC tax levy is used for consortium expenses.

Attachment: 5.9a 2024 DHS Budget Summary (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Extended Budgeting

Budget Summary Justification

CHIPPEWA COUNTY

User: pbrenner
Printed: 7/6/2023 - 2:47 PM
Budget Type: DH Requested
Revision: 1
Current Actual YTD: 06/30/23

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request
PRELIMINARY							
Account # 205-70-54600	**ADRC Expenditures**						
435515	State Aid - ADRC & Aging	380,068.00	423,115.00	454,104.00	106,683.00	454,104.00	460,424.00
435516	State Aid - MA Matching Fundin	337,041.00	308,118.00	370,488.00	40,961.00	370,488.00	350,752.00
435518	State Aid - MFP	26,582.00	1,459.00	0.00	0.00	0.00	0.00
435519	State Aid - MFP MA Match	22,480.00	0.00	0.00	0.00	0.00	0.00
485050	In Kind Contributions	63,376.00	50,857.68	63,376.00	24,990.80	63,376.00	63,376.00
493000	Fund Balance Applied	34,000.00	0.00	39,000.00	0.00	39,000.00	39,000.00
	Total revenue without property tax:	**863,547.00**	**783,549.68**	**926,968.00**	**172,634.80**	**926,968.00**	**913,552.00**
411100	General Property Taxes	0.00	0.00	0.00	0.00	0.00	59,892.00
	Total revenue with property tax:	**863,547.00**	**783,549.68**	**926,968.00**	**172,634.80**	**926,968.00**	**973,444.00**
511100	Salaries and Wages	460,105.00	428,478.12	508,989.00	221,926.79	508,989.00	555,727.00
511200	Overtime	0.00	77.08	0.00	0.00	0.00	0.00
514100	Per Diem/Mileage - Committee	1,500.00	1,541.85	1,500.00	560.27	1,500.00	1,500.00
515000	Fringe Benefits	85,278.00	75,335.53	94,409.00	40,100.81	94,409.00	102,790.00
515400	Health Insurance Benefit	126,313.00	103,230.78	124,551.00	54,026.42	124,551.00	129,324.00
521200	Contracted Services	0.00	490.49	0.00	191.20	250.00	490.00
521251	Contracted Services-Non Grant	34,000.00	20,724.50	39,000.00	22,257.00	39,000.00	39,000.00
521300	Accounting & Auditing Services	1,400.00	1,469.26	1,200.00	277.50	1,200.00	1,035.00
522300	Cell Phone Costs	4,286.00	3,322.11	2,500.00	1,217.13	2,500.00	3,322.00
522500	Telephone	975.00	761.40	925.00	567.54	925.00	1,170.00
531000	Office Supplies	300.00	722.92	1,200.00	584.18	1,200.00	750.00
531100	Postage	500.00	2,359.62	2,000.00	1,100.05	2,000.00	1,800.00
531200	Copies/Printing	200.00	1,738.76	200.00	1,436.34	400.00	2,000.00
531400	Equipment < $5,000	2,000.00	467.85	1,100.00	308.43	1,100.00	627.00
531500	Maintenance/Service Agreements	510.00	1,658.89	1,450.00	0.00	1,450.00	1,659.00
531900	Sundry/Miscellaneous	100.00	290.00	50.00	20.00	50.00	100.00
532200	Public Education/Materials	3,500.00	3,171.60	2,500.00	846.25	2,500.00	2,800.00
532400	Memberships & Dues	1,000.00	145.00	750.00	285.00	750.00	700.00
533000	Mileage/Travel	5,000.00	2,640.51	5,000.00	1,592.28	4,500.00	3,500.00

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
533500	Conventions & Meetings	4,400.00	2,986.93	2,750.00	1,145.12	2,750.00	3,200.00	
551900	Insurance Allocation	2,630.00	2,767.49	2,400.00	0.00	2,400.00	2,767.00	
592999	Transfer Out	0.00	37,657.56	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	66,174.00	55,807.34	71,118.00	24,773.40	71,118.00	55,807.00	
598000	Indirect Cost Allocation	63,376.00	50,857.68	63,376.00	24,990.80	59,978.00	63,376.00	
	Total expense:	**863,547.00**	**798,703.27**	**926,968.00**	**398,206.51**	**923,520.00**	**973,444.00**	
	Revenue - Expense:	**0.00**	**-15,153.59**	**0.00**	**-225,571.71**	**3,448.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		59,892.00	
		Total 411100 General Property Taxes:	59,892.00
435515	**State Aid - ADRC & Aging**		
	ADRC base grant $535,598 less DCS amount ($80,000)	455,598.00	
	ADRC State Health Insurance Assistance Program (SHIP) grant	4,826.00	
		Total 435515 State Aid - ADRC & Aging:	460,424.00
435516	**State Aid - MA Matching Fundin**		
		350,752.00	
		Total 435516 State Aid - MA Matching Fundin:	350,752.00
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	63,376.00	
		Total 485050 In Kind Contributions:	63,376.00
493000	**Fund Balance Applied**		
	Adult protective placements	29,000.00	
	In home support - people under 60	10,000.00	
		Total 493000 Fund Balance Applied:	39,000.00
		Total revenue:	**973,444.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	555,727.00	
		Total 511100 Salaries and Wages:	555,727.00
514100	**Per Diem/Mileage - Committee**		
	Based on prior year actual	1,500.00	
		Total 514100 Per Diem/Mileage - Committee:	1,500.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	102,790.00	
		Total 515000 Fringe Benefits:	102,790.00
400	**Health Insurance Benefit**		

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
	Per Benefit Estimate Report	129,324.00	
		Total 515400 Health Insurance Benefit:	129,324.00
521200	**Contracted Services**		
	Interpreter services and health promotion	490.00	
		Total 521200 Contracted Services:	490.00
521251	**Contracted Services-Non Grant**		
	Adult protective placements	29,000.00	
	In home support - people under 60	10,000.00	
		Total 521251 Contracted Services-Non Grant:	39,000.00
521300	**Accounting & Auditing Services**		
	Allocation from Department of Administration	1,035.00	
		Total 521300 Accounting & Auditing Services:	1,035.00
522300	**Cell Phone Costs**		
	Options Counselor cell phones	3,322.00	
		Total 522300 Cell Phone Costs:	3,322.00
522500	**Telephone**		
	Marco annual fee ($360) + 15 lines @ $54/line	1,170.00	
		Total 522500 Telephone:	1,170.00
531000	**Office Supplies**		
	Estimated usage based on prior actual	750.00	
		Total 531000 Office Supplies:	750.00
531100	**Postage**		
	Estimated usage	1,800.00	
		Total 531100 Postage:	1,800.00
531200	**Copies/Printing**		
	Planned brochure and option counseling folders	2,000.00	
		Total 531200 Copies/Printing:	2,000.00
400	**Equipment < $5,000**		

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
	Small item replacement	627.00	
		Total 531400 Equipment < $5,000:	627.00
531500	**Maintenance/Service Agreements**		
	Based on prior year actual (Zoom, Facebook, WebEx and Jotform)	1,659.00	
		Total 531500 Maintenance/Service Agreements:	1,659.00
531900	**Sundry/Miscellaneous**		
	New employee background checks	100.00	
		Total 531900 Sundry/Miscellaneous:	100.00
532200	**Public Education/Materials**		
	ADRC ads in various publications	2,800.00	
		Total 532200 Public Education/Materials:	2,800.00
532400	**Memberships & Dues**		
	Industry organization memberships (Elder Benefit specialists, Disability Benefit specialists, Alliance of Information and Referr	700.00	
		Total 532400 Memberships & Dues:	700.00
533000	**Mileage/Travel**		
	Based on expected usage	3,500.00	
		Total 533000 Mileage/Travel:	3,500.00
533500	**Conventions & Meetings**		
	Based on prior year actual	3,200.00	
		Total 533500 Conventions & Meetings:	3,200.00
551900	**Insurance Allocation**		
	Allocation from Department of Administration	2,767.00	
		Total 551900 Insurance Allocation:	2,767.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	55,807.00	
		Total 595200 AMSO Expenditure Transfer:	55,807.00
)00	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	63,376.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 598000 Indirect Cost Allocation:	63,376.00
		Total expense:	**973,444.00**
		Total Account # 205-70-54600 ADRC Expenditures Detail:	**0.00**

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54601 Congregate								
432001	Federal Aid	0.00	0.00	0.00	0.00	0.00	31,536.00	
435515	State Aid - ADRC & Aging	127,987.00	84,907.00	88,470.00	65.00	88,470.00	99,280.00	
435517	State Aid - NSIP	15,000.00	1,495.00	3,478.00	0.00	3,478.00	3,478.00	
465610	Other Revenues	29,101.00	8,110.50	22,000.00	4,699.50	22,000.00	15,000.00	
481000	Interest Income	0.00	0.90	0.00	0.22	4.00	0.00	
485050	In Kind Contributions	23,937.00	2,965.25	23,937.00	1,946.30	23,937.00	23,937.00	
	Total revenue without property tax:	**196,025.00**	**97,478.65**	**137,885.00**	**6,711.02**	**137,889.00**	**173,231.00**	
511100	Salaries and Wages	56,390.00	13,813.08	34,852.00	10,653.20	34,852.00	58,587.00	
511200	Overtime	0.00	4.29	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	10,259.00	2,415.50	6,362.00	1,664.71	6,362.00	10,693.00	
515400	Health Insurance Benefit	6,162.00	5,853.34	5,997.00	2,743.71	5,997.00	9,595.00	
521200	Contracted Services	2,300.00	281.76	2,300.00	210.08	2,300.00	3,000.00	
522300	Cell Phone Costs	1,140.00	1,606.74	900.00	268.88	900.00	1,607.00	
529900	Contracted Food Costs	80,000.00	11,121.25	40,000.00	15,178.66	40,000.00	45,000.00	
531100	Postage	0.00	0.00	400.00	2.78	400.00	400.00	
531400	Equipment < $5,000	500.00	676.42	1,000.00	2,299.17	2,400.00	1,000.00	
531500	Maintenance/Service Agreements	0.00	0.00	0.00	0.00	0.00	150.00	
533000	Mileage/Travel	100.00	54.06	200.00	86.70	200.00	200.00	
533500	Conventions & Meetings	200.00	65.00	175.00	150.00	175.00	300.00	
534901	Raw Foods	0.00	17.23	175.00	18.04	175.00	175.00	
534902	Consumable Supplies	800.00	176.65	4,000.00	773.28	4,000.00	3,000.00	
553200	Rentals/Office Space	4,650.00	2,559.43	8,000.00	2,373.79	8,000.00	6,000.00	
578408	In Kind-Administration	23,937.00	2,965.25	23,937.00	1,946.30	23,937.00	23,937.00	
595200	AMSO Expenditure Transfer	9,587.00	3,488.50	9,587.00	1,930.40	9,587.00	9,587.00	
	Total expense:	**196,025.00**	**45,098.50**	**137,885.00**	**40,299.70**	**139,285.00**	**173,231.00**	
	Revenue - Expense:	**0.00**	**52,380.15**	**0.00**	**-33,588.68**	**-1,396.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
432001	**Federal Aid**		
	ARPA funds	31,536.00	
		Total 432001 Federal Aid:	31,536.00
435515	**State Aid - ADRC & Aging**		
	Grant amount less $67,910 transferred to home delivered meals	99,280.00	
		Total 435515 State Aid - ADRC & Aging:	99,280.00
435517	**State Aid - NSIP**		
	Grant amount used	3,478.00	
		Total 435517 State Aid - NSIP:	3,478.00
465610	**Other Revenues**		
	Consumer donations	15,000.00	
		Total 465610 Other Revenues:	15,000.00
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	23,937.00	
		Total 485050 In Kind Contributions:	23,937.00
		Total revenue:	**173,231.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	58,587.00	
		Total 511100 Salaries and Wages:	58,587.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	10,693.00	
		Total 515000 Fringe Benefits:	10,693.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	9,595.00	
		Total 515400 Health Insurance Benefit:	9,595.00
200	**Contracted Services**		
	Seventy hours @ $40/hour.	3,000.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 521200 Contracted Services:	3,000.00
522300	**Cell Phone Costs**		
	Based on prior year actual	1,607.00	
		Total 522300 Cell Phone Costs:	1,607.00
529900	**Contracted Food Costs**		
	Increase due to rising food costs and increased usage post-pandemic	45,000.00	
		Total 529900 Contracted Food Costs:	45,000.00
531100	**Postage**		
	Suggested donation letters to congregate participants	400.00	
		Total 531100 Postage:	400.00
531400	**Equipment < $5,000**		
	Heated bags for food transport and other items	1,000.00	
		Total 531400 Equipment < $5,000:	1,000.00
531500	**Maintenance/Service Agreements**		
	Zoom account	150.00	
		Total 531500 Maintenance/Service Agreements:	150.00
533000	**Mileage/Travel**		
	Expected usage	200.00	
		Total 533000 Mileage/Travel:	200.00
533500	**Conventions & Meetings**		
	Wisconsin Academy of Nutrition and Dietetics conference	300.00	
		Total 533500 Conventions & Meetings:	300.00
534901	**Raw Foods**		
	Expected usage	175.00	
		Total 534901 Raw Foods:	175.00
902	**Consumable Supplies**		
	Increase usage based on meal sites being open and greater participation	3,000.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 534902 Consumable Supplies:	3,000.00
553200	**Rentals/Office Space**		
	Estimated rent with meal sites open all year post-pandemic	6,000.00	
		Total 553200 Rentals/Office Space:	6,000.00
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	23,937.00	
		Total 578408 In Kind-Administration:	23,937.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	9,587.00	
		Total 595200 AMSO Expenditure Transfer:	9,587.00
		Total expense:	**173,231.00**
		Total Account # 205-72-54601 Congregate Detail:	**0.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54602	**Aging Supportive Services**							
432001	Federal Aid	0.00	0.00	0.00	0.00	0.00	45,836.00	
435515	State Aid - ADRC & Aging	87,355.00	73,631.00	68,741.00	4,882.00	68,741.00	69,027.00	
465610	Other Revenues	0.00	206.03	10,000.00	48.00	10,000.00	0.00	
485050	In Kind Contributions	4,860.00	5,496.60	5,000.00	3,166.00	5,000.00	5,000.00	
	Total revenue without property tax:	**92,215.00**	**79,333.63**	**83,741.00**	**8,096.00**	**83,741.00**	**119,863.00**	
511100	Salaries and Wages	63,451.00	37,111.06	40,511.00	23,691.51	40,511.00	46,568.00	
511200	Overtime	0.00	1.51	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	6,640.00	5,914.35	7,465.00	4,034.65	7,465.00	8,582.00	
515400	Health Insurance Benefit	9,859.00	6,725.82	5,997.00	5,894.30	5,997.00	7,588.00	
521200	Contracted Services	0.00	-175.00	15,268.00	839.16	15,268.00	1,500.00	
521300	Accounting & Auditing Services	0.00	990.00	0.00	277.50	0.00	1,035.00	
522500	Telephone	0.00	371.51	0.00	448.12	800.00	570.00	
531400	Equipment < $5,000	0.00	568.45	0.00	139.95	0.00	500.00	
531500	Maintenance/Service Agreements	0.00	348.00	0.00	0.00	0.00	0.00	
532200	Public Education/Materials	0.00	2,675.00	2,000.00	1,400.00	2,000.00	3,500.00	
551900	Insurance Allocation	0.00	3,456.13	0.00	0.00	0.00	3,456.00	
571700	Chore Service	0.00	4,668.95	0.00	6,748.75	5,200.00	34,159.00	
578408	In Kind-Administration	4,860.00	5,496.60	5,000.00	3,166.00	5,000.00	5,000.00	
595200	ASMO Expenditure Transfer	7,405.00	6,031.50	7,500.00	3,127.25	7,500.00	7,405.00	
	Total expense:	**92,215.00**	**74,183.88**	**83,741.00**	**49,767.19**	**89,741.00**	**119,863.00**	
	Revenue - Expense:	**0.00**	**5,149.75**	**0.00**	**-41,671.19**	**-6,000.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
432001	**Federal Aid**		
	ARPA funds	45,836.00	
		Total 432001 Federal Aid:	45,836.00
435515	**State Aid - ADRC & Aging**		
		69,027.00	
		Total 435515 State Aid - ADRC & Aging:	69,027.00
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	5,000.00	
		Total 485050 In Kind Contributions:	5,000.00
		Total revenue:	**119,863.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	46,568.00	
		Total 511100 Salaries and Wages:	46,568.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	8,582.00	
		Total 515000 Fringe Benefits:	8,582.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	7,588.00	
		Total 515400 Health Insurance Benefit:	7,588.00
521200	**Contracted Services**		
	Bus service to Aging Advocacy Day event	1,500.00	
		Total 521200 Contracted Services:	1,500.00
521300	**Accounting & Auditing Services**		
	Allocation from Department of Administration	1,035.00	
		Total 521300 Accounting & Auditing Services:	1,035.00
500	**Telephone**		
	Annual Marco fee $448 plus 5 lines @ $54/each	570.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 522500 Telephone:	570.00
531400	**Equipment < $5,000**		
	Canopy for outreach events / other	500.00	
		Total 531400 Equipment < $5,000:	500.00
532200	**Public Education/Materials**		
	Bridging Chippewa monthly newsletter	3,500.00	
		Total 532200 Public Education/Materials:	3,500.00
551900	**Insurance Allocation**		
	Allocation from Department of Administration	3,456.00	
		Total 551900 Insurance Allocation:	3,456.00
571700	**Chore Service**		
	Homemaker (60+ in-home support and housekeeping) services	34,159.00	
		Total 571700 Chore Service:	34,159.00
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	5,000.00	
		Total 578408 In Kind-Administration:	5,000.00
595200	**ASMO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	7,405.00	
		Total 595200 ASMO Expenditure Transfer:	7,405.00
		Total expense:	**119,863.00**
		Total Account # 205-72-54602 Aging Supportive Services Detail:	**0.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54603	**Home Delivered Meals**							
432001	Federal Aid	0.00	0.00	0.00	0.00	0.00	61,862.00	
435515	State Aid - ADRC & Aging	117,168.00	178,009.15	127,468.00	5,197.45	127,468.00	138,651.00	
435517	State Aid - NSIP	15,745.00	22,755.00	83,145.00	0.00	83,145.00	22,755.00	
465610	Other Revenues	165,000.00	143,876.19	169,771.00	52,094.95	169,771.00	132,200.00	
485050	In Kind Contributions	5,000.00	17,285.23	12,082.00	4,541.40	12,082.00	17,285.00	
	Total revenue without property tax:	**302,913.00**	**361,925.57**	**392,466.00**	**61,833.80**	**392,466.00**	**372,753.00**	
511100	Salaries and Wages	63,451.00	103,676.75	80,834.00	40,280.82	80,834.00	90,074.00	
511200	Overtime	0.00	4.29	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	11,537.00	14,511.07	14,685.00	5,138.53	14,685.00	16,359.00	
515400	Health Insurance Benefit	6,162.00	10,501.61	5,997.00	2,763.82	5,997.00	5,997.00	
521200	Contracted Services	2,300.00	447.36	2,300.00	404.51	2,300.00	2,300.00	
522300	Cell Phone Costs	1,140.00	454.07	900.00	171.54	900.00	330.00	
522500	Telephone	285.00	268.91	0.00	2.18	0.00	0.00	
529900	Contracted Food Costs	155,000.00	178,929.36	205,000.00	75,953.85	205,000.00	180,000.00	
531000	Office Supplies	600.00	569.81	500.00	182.18	500.00	500.00	
531100	Postage	0.00	1,031.34	1,200.00	659.47	1,200.00	1,200.00	
531400	Equipment < $5,000	500.00	1,726.08	1,500.00	-319.29	1,500.00	3,000.00	
531900	Sundry/Miscellaneous	0.00	4,000.00	75.00	0.00	75.00	75.00	
533000	Mileage/Travel	7,400.00	7,395.98	10,000.00	3,758.96	10,000.00	9,000.00	
533900	Nonemployee Mileage	12,500.00	21,610.59	16,000.00	5,645.04	16,000.00	12,500.00	
534901	Raw Foods	200.00	0.00	200.00	0.00	200.00	200.00	
534902	Consumable Supplies	14,495.00	10,510.52	15,500.00	1,539.24	15,500.00	9,000.00	
553200	Rentals/Office Space	4,650.00	9,183.77	8,000.00	2,558.20	8,000.00	6,200.00	
578408	In Kind-Administration	5,000.00	0.00	12,082.00	0.00	8,082.00	17,285.00	
578410	In Kind - HDM	0.00	17,285.23	0.00	4,541.40	4,000.00	0.00	
595200	AMSO Expenditure Transfer	17,693.00	18,732.85	17,693.00	4,504.26	17,693.00	18,733.00	
	Total expense:	**302,913.00**	**400,839.59**	**392,466.00**	**147,784.71**	**392,466.00**	**372,753.00**	
	Revenue - Expense:	**0.00**	**-38,914.02**	**0.00**	**-85,950.91**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
432001	**Federal Aid**		
	ARPA funds	61,862.00	
		Total 432001 Federal Aid:	61,862.00
435515	**State Aid - ADRC & Aging**		
	Home delivered meals grant $70,741 plus $67,910 from congregate	138,651.00	
		Total 435515 State Aid - ADRC & Aging:	138,651.00
435517	**State Aid - NSIP**		
	Grant amount	22,755.00	
		Total 435517 State Aid - NSIP:	22,755.00
465610	**Other Revenues**		
	Consumer donations and managed care organization payments	132,200.00	
		Total 465610 Other Revenues:	132,200.00
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	17,285.00	
		Total 485050 In Kind Contributions:	17,285.00
		Total revenue:	**372,753.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	90,074.00	
		Total 511100 Salaries and Wages:	90,074.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	16,359.00	
		Total 515000 Fringe Benefits:	16,359.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	5,997.00	
		Total 515400 Health Insurance Benefit:	5,997.00
200	**Contracted Services**		
	Dietitian and background checks for volunteers	2,300.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 521200 Contracted Services:	2,300.00
522300	**Cell Phone Costs**		
	Based on expected usage	330.00	
		Total 522300 Cell Phone Costs:	330.00
529900	**Contracted Food Costs**		
	Based on 2023 partial year with increased food costs and participation	180,000.00	
		Total 529900 Contracted Food Costs:	180,000.00
531000	**Office Supplies**		
	Based on prior year actual	500.00	
		Total 531000 Office Supplies:	500.00
531100	**Postage**		
	Donation letters to consumers	1,200.00	
		Total 531100 Postage:	1,200.00
531400	**Equipment < $5,000**		
	Heated food transport bags / other items as needed	3,000.00	
		Total 531400 Equipment < $5,000:	3,000.00
531900	**Sundry/Miscellaneous**		
		75.00	
		Total 531900 Sundry/Miscellaneous:	75.00
533000	**Mileage/Travel**		
	Estimated usage	9,000.00	
		Total 533000 Mileage/Travel:	9,000.00
533900	**Nonemployee Mileage**		
	Based on 2023 partial year - volunteer meal delivery driver mileage	12,500.00	
		Total 533900 Nonemployee Mileage:	12,500.00
901	**Raw Foods**		
	Misc grocery items	200.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 534901 Raw Foods:	200.00
534902	**Consumable Supplies**		
	Food containers, napkins, plastic silverware, etc	9,000.00	
		Total 534902 Consumable Supplies:	9,000.00
553200	**Rentals/Office Space**		
	Meal site locations used for staging	6,200.00	
		Total 553200 Rentals/Office Space:	6,200.00
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	17,285.00	
		Total 578408 In Kind-Administration:	17,285.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	18,733.00	
		Total 595200 AMSO Expenditure Transfer:	18,733.00
		Total expense:	**372,753.00**
		Total Account # 205-72-54603 Home Delivered Meals Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54605 Senior Community Services - St								
435515	State Aid - ADRC & Aging	8,288.00	8,288.00	8,288.00	0.00	8,288.00	8,288.00	
	Total revenue without property tax:	**8,288.00**	**8,288.00**	**8,288.00**	**0.00**	**8,288.00**	**8,288.00**	
533900	Nonemployee Mileage	8,288.00	0.00	8,288.00	865.42	8,288.00	8,288.00	
	Total expense:	**8,288.00**	**0.00**	**8,288.00**	**865.42**	**8,288.00**	**8,288.00**	
	Revenue - Expense:	**0.00**	**8,288.00**	**0.00**	**-865.42**	**0.00**	**0.00**	

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435515	**State Aid - ADRC & Aging**		
	Grant funding	8,288.00	
	Total 435515 State Aid - ADRC & Aging:		8,288.00
	Total revenue:		**8,288.00**
533900	**Nonemployee Mileage**		
	Volunteer meal delivery drivers	8,288.00	
	Total 533900 Nonemployee Mileage:		8,288.00
	Total expense:		**8,288.00**
	Total Account # 205-72-54605 Senior Community Services - St Detail:		**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54606	**Family Caregiver Support III-E**							
432001	Federal Aid	0.00	0.00	0.00	0.00	0.00	14,113.00	
435515	State Aid - ADRC & Aging	30,806.00	42,589.00	33,546.00	-4,739.00	33,546.00	35,845.00	
465610	Other Revenues	0.00	0.00	5,500.00	0.00	5,500.00	250.00	
485050	In Kind Contributions	293.00	578.64	293.00	856.40	1,026.00	293.00	
	Total revenue without property tax:	**31,099.00**	**43,167.64**	**39,339.00**	**-3,882.60**	**40,072.00**	**50,501.00**	
511100	Salaries and Wages	4,654.00	8,513.36	5,386.00	2,051.26	5,386.00	6,197.00	
515000	Fringe Benefits	868.00	217.98	975.00	228.50	975.00	1,122.00	
515400	Health Insurance Benefit	2,465.00	0.00	0.00	0.00	0.00	0.00	
521200	Contracted Services	0.00	700.00	0.00	0.00	0.00	0.00	
531900	Sundry/Miscellaneous	1,000.00	5,010.14	1,000.00	1,565.06	1,000.00	5,000.00	
532200	Public Education/Materials	500.00	0.00	500.00	542.50	500.00	1,368.00	
533500	Conventions & Meetings	0.00	201.99	0.00	250.00	500.00	600.00	
533803	Temporary Respite	20,540.00	15,430.67	30,385.00	3,564.49	28,200.00	35,286.00	
578404	In Kind-Other	0.00	578.64	0.00	856.40	0.00	0.00	
579800	In Kind - Admin	293.00	0.00	293.00	0.00	293.00	293.00	
595200	AMSO Expenditure Transfer	779.00	634.90	800.00	849.36	800.00	635.00	
	Total expense:	**31,099.00**	**31,287.68**	**39,339.00**	**9,907.57**	**37,654.00**	**50,501.00**	
	Revenue - Expense:	**0.00**	**11,879.96**	**0.00**	**-13,790.17**	**2,418.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
432001	**Federal Aid**		
	ARPA funds	14,113.00	
		Total 432001 Federal Aid:	14,113.00
435515	**State Aid - ADRC & Aging**		
	Grant amount	35,845.00	
		Total 435515 State Aid - ADRC & Aging:	35,845.00
465610	**Other Revenues**		
	Consumer donations	250.00	
		Total 465610 Other Revenues:	250.00
485050	**In Kind Contributions**		
	Consumer donations	293.00	
		Total 485050 In Kind Contributions:	293.00
		Total revenue:	**50,501.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	6,197.00	
		Total 511100 Salaries and Wages:	6,197.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	1,122.00	
		Total 515000 Fringe Benefits:	1,122.00
531900	**Sundry/Miscellaneous**		
	Supplemental grant services (personal services, adaptive equipment, etc.)	5,000.00	
		Total 531900 Sundry/Miscellaneous:	5,000.00
532200	**Public Education/Materials**		
	Newsletter 2 months @ $350/ea + other publications	1,368.00	
		Total 532200 Public Education/Materials:	1,368.00
500	**Conventions & Meetings**		
	Caregiver coordinator training. Alzheimers Assn. or other caregiver training	600.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 533500 Conventions & Meetings:	600.00
533803	**Temporary Respite** Based on expected usage	35,286.00	
		Total 533803 Temporary Respite:	35,286.00
579800	**In Kind - Admin** Based on Indirect Cost Plan	293.00	
		Total 579800 In Kind - Admin:	293.00
595200	**AMSO Expenditure Transfer** AMSO expenses allocated based on FTE	635.00	
		Total 595200 AMSO Expenditure Transfer:	635.00
		Total expense:	**50,501.00**
		Total Account # 205-72-54606 Family Caregiver Support III-E Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54607 State Benefit Specialist								
435515	State Aid - ADRC & Aging	43,388.00	38,820.00	0.00	0.00	0.00	0.00	
485050	In Kind Contributions	3,952.00	2,835.12	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**47,340.00**	**41,655.12**	**0.00**	**0.00**	**0.00**	**0.00**	
511100	Salaries and Wages	23,197.00	22,463.06	0.00	0.00	0.00	0.00	
511200	Overtime	0.00	49.61	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	4,294.00	4,006.27	0.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	12,078.00	11,232.75	0.00	0.00	0.00	0.00	
578408	In Kind-Administration	3,952.00	2,835.12	0.00	0.00	0.00	0.00	
595200	ASMO Expenditure Transfer	3,819.00	3,110.97	0.00	0.00	0.00	0.00	
	Total expense:	**47,340.00**	**43,697.78**	**0.00**	**0.00**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**-2,042.66**	**0.00**	**0.00**	**0.00**	**0.00**	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54608 Health Promotion & Disease Pre								
435515	State Aid - ADRC & Aging	5,344.00	5,556.00	5,272.00	0.00	5,272.00	5,613.00	
	Total revenue without property tax:	**5,344.00**	**5,556.00**	**5,272.00**	**0.00**	**5,272.00**	**5,613.00**	
511100	Salaries and Wages	0.00	4,531.00	0.00	0.00	0.00	0.00	
521200	Contracted Services	5,344.00	1,025.00	5,272.00	475.00	5,272.00	5,613.00	
	Total expense:	**5,344.00**	**5,556.00**	**5,272.00**	**475.00**	**5,272.00**	**5,613.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-475.00**	**0.00**	**0.00**	

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435515 State Aid - ADRC & Aging

Grant amount 5,613.00

Total 435515 State Aid - ADRC & Aging: 5,613.00

Total revenue: 5,613.00

521200 Contracted Services

Contracted disease prevention and health promotion activities 5,613.00

Total 521200 Contracted Services: 5,613.00

Total expense: 5,613.00

Total Account # 205-72-54608 Health Promotion & Disease Pre Detail: 0.00

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54611 St. Health Ins Program (SHIP)								
435515	State Aid - ADRC & Aging	4,538.00	8,401.00	0.00	0.00	0.00	0.00	
485050	In Kind Contribution	468.00	289.32	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**5,006.00**	**8,690.32**	**0.00**	**0.00**	**0.00**	**0.00**	
511100	Salaries and Wages	2,367.00	4,125.98	0.00	0.00	0.00	0.00	
511200	Overtime	0.00	9.11	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	438.00	736.08	0.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	1,232.00	2,063.22	0.00	0.00	0.00	0.00	
578408	In Kind-Administration	468.00	289.32	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	501.00	317.45	0.00	0.00	0.00	0.00	
	Total expense:	**5,006.00**	**7,541.16**	**0.00**	**0.00**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**1,149.16**	**0.00**	**0.00**	**0.00**	**0.00**	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54612 OCI/MMA/St Pharmaceutical Asst								
435515	State Aid - ADRC & Aging	7,084.00	0.00	0.00	0.00	0.00	0.00	
485050	In Kind Contribution	410.00	462.84	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**7,494.00**	**462.84**	**0.00**	**0.00**	**0.00**	**0.00**	
511100	Salaries and Wages	3,787.00	3,667.16	0.00	0.00	0.00	0.00	
511200	Overtime	0.00	8.10	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	701.00	653.69	0.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	1,972.00	1,833.71	0.00	0.00	0.00	0.00	
578408	In Kind-Administration	410.00	462.84	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	624.00	507.91	0.00	0.00	0.00	0.00	
	Total expense:	**7,494.00**	**7,133.41**	**0.00**	**0.00**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**-6,670.57**	**0.00**	**0.00**	**0.00**	**0.00**	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54613 85-21 Transportation								
435515	State Aid - ADRC & Aging	175,237.00	175,787.00	170,982.00	166,537.00	170,982.00	166,537.00	
465610	Other Revenues	12,245.00	561.00	15,000.00	484.50	15,000.00	1,200.00	
485050	In Kind Contribution	4,392.00	4,917.96	4,392.00	1,297.55	4,293.00	4,918.00	
	Total revenue without property tax:	**191,874.00**	**181,265.96**	**190,374.00**	**168,319.05**	**190,275.00**	**172,655.00**	
411100	General Property Taxes	35,047.00	35,047.00	34,196.00	34,196.00	34,196.00	33,307.00	
	Total revenue with property tax:	**226,921.00**	**216,312.96**	**224,570.00**	**202,515.05**	**224,471.00**	**205,962.00**	
511100	Salaries and Wages	44,653.00	19,242.96	23,773.00	11,274.93	23,773.00	22,056.00	
511200	Overtime	0.00	48.19	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	8,295.00	7,086.13	4,401.00	2,001.40	4,401.00	4,069.00	
515400	Health Insurance Benefit	19,572.00	16,664.66	11,994.00	5,486.98	11,994.00	8,396.00	
521200	Contracted Services	144,163.00	177,018.01	173,710.00	61,504.10	173,710.00	160,926.00	
530000	Program Expenditures	0.00	4,824.04	500.00	0.00	500.00	200.00	
578408	In Kind-Administration	4,392.00	4,917.96	4,392.00	1,297.55	4,392.00	4,918.00	
595200	AMSO Expenditure Transfer	5,846.00	5,396.62	5,800.00	1,286.93	5,800.00	5,397.00	
	Total expense:	**226,921.00**	**235,198.57**	**224,570.00**	**82,851.89**	**224,570.00**	**205,962.00**	
	Revenue - Expense:	**0.00**	**-18,885.61**	**0.00**	**119,663.16**	**-99.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
	Required County matching funds	33,307.00	
		Total 411100 General Property Taxes:	33,307.00
435515	**State Aid - ADRC & Aging**		
	Grant amount	166,537.00	
		Total 435515 State Aid - ADRC & Aging:	166,537.00
465610	**Other Revenues**		
	Client contributions	1,200.00	
		Total 465610 Other Revenues:	1,200.00
485050	**In Kind Contribution**		
	Based on Indirect Cost Plan	4,918.00	
		Total 485050 In Kind Contribution:	4,918.00
		Total revenue:	**205,962.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	22,056.00	
		Total 511100 Salaries and Wages:	22,056.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	4,069.00	
		Total 515000 Fringe Benefits:	4,069.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	8,396.00	
		Total 515400 Health Insurance Benefit:	8,396.00
521200	**Contracted Services**		
	Client transportation by contracted providers	160,926.00	
		Total 521200 Contracted Services:	160,926.00
000	**Program Expenditures**		
	advertising and public notice	200.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 530000 Program Expenditures:	200.00
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	4,918.00	
		Total 578408 In Kind-Administration:	4,918.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	5,397.00	
		Total 595200 AMSO Expenditure Transfer:	5,397.00
		Total expense:	**205,962.00**
		Total Account # 205-72-54613 85-21 Transportation Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54614	**Alzheimers Family Caregiver Su**							
435515	State Aid - ADRC & Aging	29,358.00	10,089.00	36,694.00	5,660.00	36,694.00	33,723.00	
485050	In Kind Contributions	293.00	289.32	293.00	856.40	1,026.00	289.00	
	Total revenue without property tax:	**29,651.00**	**10,378.32**	**36,987.00**	**6,516.40**	**37,720.00**	**34,012.00**	
511100	Salaries and Wages	2,327.00	8,513.03	5,386.00	2,050.71	5,386.00	6,197.00	
515000	Fringe Benefits	434.00	217.90	975.00	228.80	975.00	1,122.00	
515400	Health Insurance Benefit	1,232.00	0.00	0.00	0.00	0.00	0.00	
521200	Contracted Services	0.00	827.40	0.00	0.00	0.00	0.00	
531900	Sundry/Miscellaneous	1,000.00	746.43	1,000.00	0.00	1,000.00	1,000.00	
533803	Temporary Respite	23,975.00	4,388.72	28,883.00	4,950.48	28,883.00	25,087.00	
578408	In Kind - Administration	293.00	289.32	293.00	856.40	1,026.00	289.00	
595200	AMSO Expenditure Transfer	390.00	317.45	450.00	849.36	450.00	317.00	
	Total expense:	**29,651.00**	**15,300.25**	**36,987.00**	**8,935.75**	**37,720.00**	**34,012.00**	
	Revenue - Expense:	**0.00**	**-4,921.93**	**0.00**	**-2,419.35**	**0.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
	Grant amount	33,723.00	
		Total 435515 State Aid - ADRC & Aging:	33,723.00
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	289.00	
		Total 485050 In Kind Contributions:	289.00
		Total revenue:	**34,012.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	6,197.00	
		Total 511100 Salaries and Wages:	6,197.00
515000	**Fringe Benefits**		
	Per Personnel Cost Report	1,122.00	
		Total 515000 Fringe Benefits:	1,122.00
531900	**Sundry/Miscellaneous**		
	Supplemental services covered by grant - personal services, adaptive devices, etc.	1,000.00	
		Total 531900 Sundry/Miscellaneous:	1,000.00
533803	**Temporary Respite**		
	Temporary respite services	25,087.00	
		Total 533803 Temporary Respite:	25,087.00
578408	**In Kind - Administration**		
	Based on Indirect Cost Plan	289.00	
		Total 578408 In Kind - Administration:	289.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	317.00	
		Total 595200 AMSO Expenditure Transfer:	317.00
		Total expense:	**34,01**

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Account Number	Description	Amount	Total

PRELIMINARY

Total Account # 205-72-54614 Alzheimers Family Caregiver Su Detail: **0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54616	**Dementia Specialist**							
435515	State Aid - ADRC & Aging	120,272.00	108,797.00	80,000.00	34,068.00	80,000.00	108,797.00	
465610	Other Revenues	0.00	0.00	39,403.00	0.00	39,403.00	0.00	
485050	In Kind Contributions	5,856.00	5,786.04	5,046.00	2,595.15	5,046.00	5,786.00	
	Total revenue without property tax:	**126,128.00**	**114,583.04**	**124,449.00**	**36,663.15**	**124,449.00**	**114,583.00**	
411100	General Property Taxes	0.00	0.00	0.00	0.00	0.00	7,339.00	
	Total revenue with property tax:	**126,128.00**	**114,583.04**	**124,449.00**	**36,663.15**	**124,449.00**	**121,922.00**	
511100	Salaries and Wages	55,272.00	52,954.33	56,934.00	27,060.06	56,934.00	63,130.00	
515000	Fringe Benefits	10,254.00	9,359.63	10,560.00	4,873.95	10,560.00	11,703.00	
515400	Health Insurance Benefit	24,648.00	23,921.37	23,988.00	10,994.50	23,988.00	23,988.00	
521200	Contracted Services	4,000.00	0.00	1,500.00	0.00	1,500.00	0.00	
522300	Cell Phone Costs	720.00	664.42	500.00	240.10	500.00	664.00	
530000	Program Expenditures	7,627.00	6,990.17	6,921.00	689.78	6,921.00	3,702.00	
531100	Postage	200.00	0.00	0.00	0.00	0.00	0.00	
531200	Copies/Printing	600.00	382.20	500.00	468.75	500.00	800.00	
531400	Equipment < $5,000	157.00	0.00	1,500.00	0.00	1,500.00	500.00	
531900	Sundry/Miscellaneous	1,200.00	175.20	0.00	0.00	0.00	0.00	
532200	Public Education/Materials	3,000.00	1,570.07	5,000.00	1,571.30	5,000.00	3,000.00	
533000	Mileage/Travel	4,000.00	618.45	3,000.00	500.55	3,000.00	1,500.00	
533500	Conventions & Meetings	800.00	25.11	1,000.00	0.00	1,000.00	800.00	
578408	In Kind - Administration	5,856.00	5,786.04	5,046.00	2,595.15	5,046.00	5,786.00	
595200	AMSO Expenditure Transfer	7,794.00	6,348.99	8,000.00	2,573.89	8,000.00	6,349.00	
	Total expense:	**126,128.00**	**108,795.98**	**124,449.00**	**51,568.03**	**124,449.00**	**121,922.00**	
	Revenue - Expense:	**0.00**	**5,787.06**	**0.00**	**-14,904.88**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		7,339.00	
		Total 411100 General Property Taxes:	7,339.00
435515	**State Aid - ADRC & Aging**		
	Estimated Medicaid match	28,797.00	
	Established dementia care specialist amount	80,000.00	
		Total 435515 State Aid - ADRC & Aging:	108,797.00
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	5,786.00	
		Total 485050 In Kind Contributions:	5,786.00
		Total revenue:	**121,922.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	63,130.00	
		Total 511100 Salaries and Wages:	63,130.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	11,703.00	
		Total 515000 Fringe Benefits:	11,703.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	23,988.00	
		Total 515400 Health Insurance Benefit:	23,988.00
522300	**Cell Phone Costs**		
	Based on prior year actual	664.00	
		Total 522300 Cell Phone Costs:	664.00
530000	**Program Expenditures**		
	Estimated based on prior year usage and add AgeUCate for 2024 ($480/yr)	3,702.00	
		Total 530000 Program Expenditures:	3,702.00
200	**Copies/Printing**		
	Dementia and Memory resource guide and Savvy Caregiver booklets	800.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 531200 Copies/Printing:	800.00
531400	**Equipment < $5,000**		
	Small item replacement	500.00	
		Total 531400 Equipment < $5,000:	500.00
532200	**Public Education/Materials**		
	Expected usage based on prior usage	3,000.00	
		Total 532200 Public Education/Materials:	3,000.00
533000	**Mileage/Travel**		
	Increased from prior - expecting more outreach related travel	1,500.00	
		Total 533000 Mileage/Travel:	1,500.00
533500	**Conventions & Meetings**		
	Planned conferences	800.00	
		Total 533500 Conventions & Meetings:	800.00
578408	**In Kind - Administration**		
	Based on Indirect Cost Plan	5,786.00	
		Total 578408 In Kind - Administration:	5,786.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	6,349.00	
		Total 595200 AMSO Expenditure Transfer:	6,349.00
		Total expense:	**121,922.00**
		Total Account # 205-72-54616 Dementia Specialist Detail:	**0.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 205-72-54617 Dementia Coalition								
485000	Donations & Contibutions	0.00	4,000.00	0.00	1,750.00	0.00	0.00	
	Total revenue without property tax:	**0.00**	**4,000.00**	**0.00**	**1,750.00**	**0.00**	**0.00**	
579101	Charities Expended	0.00	2,045.70	0.00	128.60	0.00	0.00	
	Total expense:	**0.00**	**2,045.70**	**0.00**	**128.60**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**1,954.30**	**0.00**	**1,621.40**	**0.00**	**0.00**	

Submitted by: _____ _____

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-75-54300	**Agency Mang/Overhead**							
435601	State Aid-DHS Allocations	0.00	365,146.00	373,743.00	259,916.00	373,743.00	326,347.00	
466000	Misc Administrative Collection	5,000.00	14,564.55	6,500.00	6,965.00	6,500.00	22,129.00	
	Total revenue without property tax:	**5,000.00**	**379,710.55**	**380,243.00**	**266,881.00**	**380,243.00**	**348,476.00**	
411100	General Property Taxes	0.00	282,573.00	282,573.00	282,573.00	282,573.00	292,895.00	
	Total revenue with property tax:	**5,000.00**	**662,283.55**	**662,816.00**	**549,454.00**	**662,816.00**	**641,371.00**	
511100	Salaries and Wages	285,276.00	307,888.79	313,735.00	159,927.65	313,735.00	323,329.00	
511200	Overtime	0.00	431.63	0.00	162.23	200.00	0.00	
514100	Per Diem/Mileage - Committee	2,000.00	2,337.57	2,600.00	841.32	2,600.00	2,600.00	
515000	Fringe Benefits	53,053.00	55,153.52	58,325.00	28,955.92	58,325.00	59,551.00	
515400	Health Insurance Benefit	102,882.00	97,063.02	100,360.00	50,329.71	100,360.00	87,735.00	
521200	Contracted Services	618,230.00	565,366.60	635,730.00	319,221.86	635,730.00	639,030.00	
521300	Accounting & Auditing Services	18,700.00	5,607.88	5,653.00	0.00	5,653.00	25,219.00	
522300	Cell Phone Costs	1,200.00	444.10	400.00	173.70	400.00	475.00	
522500	Telephone	7,400.00	5,958.36	5,500.00	4,819.74	5,500.00	6,200.00	
531000	Office Supplies	3,500.00	2,823.67	2,800.00	2,742.69	2,800.00	3,000.00	
531019	COVID-19 Expense	0.00	368.28	0.00	0.00	0.00	0.00	
531100	Postage	8,400.00	6,079.55	6,400.00	2,539.83	6,400.00	6,200.00	
531200	Copies/Printing	16,750.00	9,055.94	16,500.00	4,640.49	16,500.00	9,400.00	
531400	Equipment < $5,000	5,000.00	0.00	1,200.00	1,140.99	1,200.00	1,200.00	
531500	Maintenance/Service Agreements	45,070.00	10,494.58	36,476.00	7,468.00	36,473.00	49,950.00	
531900	Sundry/Miscellaneous	750.00	172.00	0.00	1,091.00	0.00	375.00	
532400	Memberships & Dues	3,000.00	3,000.00	3,000.00	0.00	3,000.00	3,000.00	
533000	Mileage/Travel	44,700.00	37,708.26	27,000.00	376.23	27,000.00	2,500.00	
533500	Conventions & Meetings	3,000.00	2,006.37	3,000.00	863.49	3,000.00	3,000.00	
551900	Insurance Allocation	61,630.00	79,503.74	61,600.00	0.00	61,600.00	79,600.00	
553300	Leased Equipment - Principal	0.00	7,786.82	0.00	0.00	0.00	0.00	
562200	Interest - Leases	0.00	551.06	0.00	0.00	0.00	0.00	
592999	Transfer Out	0.00	637,572.15	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	-657,838.00	-615,595.00	-617,463.00	-249,716.00	-617,463.00	-660,993.00	
	Total expense:	**622,703.00**	**1,221,778.89**	**662,816.00**	**335,578.85**	**663,013.00**	**641,371.00**	
	Revenue - Expense:	**-617,703.00**	**-559,495.34**	**0.00**	**213,875.15**	**-197.00**	**0.00**	

mitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		292,895.00	
		Total 411100 General Property Taxes:	292,895.00
435601	**State Aid-DHS Allocations**		
		326,347.00	
		Total 435601 State Aid-DHS Allocations:	326,347.00
466000	**Misc Administrative Collection**		
		22,129.00	
		Total 466000 Misc Administrative Collection:	22,129.00
		Total revenue:	**641,371.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	326,347.00	
	Automatic Adjustment	-3,018.00	
		Total 511100 Salaries and Wages:	323,329.00
514100	**Per Diem/Mileage - Committee**		
	Based on prior year actual	2,600.00	
		Total 514100 Per Diem/Mileage - Committee:	2,600.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	59,551.00	
		Total 515000 Fringe Benefits:	59,551.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	87,735.00	
		Total 515400 Health Insurance Benefit:	87,735.00
521200	**Contracted Services**		
	Public notice publishing	500.00	
	Long Term Care maintenance of effort due DHS	611,030.00	
	Document shredding	2,500.00	
	HIPAA consulting - HRT	25,000.00	

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 521200 Contracted Services:	639,030.00
521300	**Accounting & Auditing Services**		
	CLA allocation from DOA	25,219.00	
		Total 521300 Accounting & Auditing Services:	25,219.00
522300	**Cell Phone Costs**		
	Based on prior year actual	475.00	
		Total 522300 Cell Phone Costs:	475.00
522500	**Telephone**		
	Based on prior year actual	6,200.00	
		Total 522500 Telephone:	6,200.00
531000	**Office Supplies**		
	Based on prior year actual	3,000.00	
		Total 531000 Office Supplies:	3,000.00
531100	**Postage**		
	Based on prior year actual	6,200.00	
		Total 531100 Postage:	6,200.00
531200	**Copies/Printing**		
	E.O. Johnson print management	9,400.00	
		Total 531200 Copies/Printing:	9,400.00
531400	**Equipment < $5,000**		
	Office equipment - unplanned replacement	1,200.00	
		Total 531400 Equipment < $5,000:	1,200.00
531500	**Maintenance/Service Agreements**		
	Springbrook cloud	28,800.00	
	Connectwise conferencing	11,650.00	
	Geneva software	7,800.00	
	Zoom conferencing	1,700.00	
		Total 531500 Maintenance/Service Agreements:	49,9[illegible]

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
531900	**Sundry/Miscellaneous**		
	Background checks	375.00	
		Total 531900 Sundry/Miscellaneous:	375.00
532400	**Memberships & Dues**		
	Wisconsin Counties Human Services Assn. dues	3,000.00	
		Total 532400 Memberships & Dues:	3,000.00
533000	**Mileage/Travel**		
	Vehicle mileage - administrative staff	2,500.00	
		Total 533000 Mileage/Travel:	2,500.00
533500	**Conventions & Meetings**		
	12 staff @ $250/each	3,000.00	
		Total 533500 Conventions & Meetings:	3,000.00
551900	**Insurance Allocation**		
	Insurance allocation from DOA	79,600.00	
		Total 551900 Insurance Allocation:	79,600.00
595200	**AMSO Expenditure Transfer**		
	Distribute AMSO to departments	-660,993.00	
		Total 595200 AMSO Expenditure Transfer:	-660,993.00
		Total expense:	**641,371.00**
		Total Account # 208-75-54300 Agency Mang/Overhead Detail:	**0.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-77-54410	**Income Maintenance**							
435609	State Aid - IM Consortium	0.00	284,438.64	796,718.00	162,810.00	934,817.00	904,117.00	
474600	Indirect Cost Allocation Rev	144,971.00	112,771.08	138,099.00	66,520.25	138,099.00	138,099.00	
	Total revenue without property tax:	**144,971.00**	**397,209.72**	**934,817.00**	**229,330.25**	**1,072,916.00**	**1,042,216.00**	
411100	General Property Taxes	0.00	316,920.00	316,920.00	316,920.00	316,920.00	316,920.00	
	Total revenue with property tax:	**144,971.00**	**714,129.72**	**1,251,737.00**	**546,250.25**	**1,389,836.00**	**1,359,136.00**	
511100	Salaries and Wages	595,703.00	618,679.18	628,244.00	291,483.94	628,244.00	710,781.00	
511200	Overtime	0.00	3,685.70	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	117,506.00	111,535.66	116,546.00	53,317.00	116,546.00	131,592.00	
515400	Health Insurance Benefit	266,968.00	275,147.78	272,584.00	117,105.48	272,584.00	273,367.00	
521200	Contracted Services	1,125.00	10.00	0.00	40.00	45.00	2,000.00	
531000	Office Supplies	700.00	67.98	0.00	161.15	250.00	100.00	
531200	Copies/Printing	150.00	0.00	0.00	0.00	0.00	300.00	
531400	Equipment < $5,000	1,000.00	2,746.54	125.00	0.00	125.00	0.00	
531900	Sundry/Miscellaneous	0.00	105.00	125.00	0.00	125.00	150.00	
533000	Mileage/Travel	50.00	0.00	150.00	0.00	125.00	0.00	
533500	Conventions & Meetings	3,250.00	0.00	3,750.00	0.00	3,750.00	500.00	
595200	AMSO Expenditure Transfer	94,701.00	88,885.41	92,114.00	31,401.10	62,114.00	102,247.00	
598000	Indirect Cost Allocation	144,971.00	112,771.08	138,099.00	66,520.25	138,099.00	138,099.00	
	Total expense:	**1,226,124.00**	**1,213,634.33**	**1,251,737.00**	**560,028.92**	**1,222,007.00**	**1,359,136.00**	
	Revenue - Expense:	**-1,081,153.00**	**-499,504.61**	**0.00**	**-13,778.67**	**167,829.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		316,920.00	
		Total 411100 General Property Taxes:	316,920.00
435609	**State Aid - IM Consortium**		
	IM consortium receipts (DHS pass-through)	904,117.00	
		Total 435609 State Aid - IM Consortium:	904,117.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	138,099.00	
		Total 474600 Indirect Cost Allocation Rev:	138,099.00
		Total revenue:	**1,359,136.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	710,781.00	
		Total 511100 Salaries and Wages:	710,781.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	131,592.00	
		Total 515000 Fringe Benefits:	131,592.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	273,367.00	
		Total 515400 Health Insurance Benefit:	273,367.00
521200	**Contracted Services**		
	Mandated client drug testing	2,000.00	
		Total 521200 Contracted Services:	2,000.00
531000	**Office Supplies**		
	Based on prior year actual	100.00	
		Total 531000 Office Supplies:	100.00
200	**Copies/Printing**		
	Logo envelopes	300.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 531200 Copies/Printing:	300.00
531900	**Sundry/Miscellaneous**		
	Background checks	150.00	
		Total 531900 Sundry/Miscellaneous:	150.00
533500	**Conventions & Meetings**		
	Training	500.00	
		Total 533500 Conventions & Meetings:	500.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	102,247.00	
		Total 595200 AMSO Expenditure Transfer:	102,247.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	138,099.00	
		Total 598000 Indirect Cost Allocation:	138,099.00
		Total expense:	**1,359,136.00**
		Total Account # 208-77-54410 Income Maintenance Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-77-54411 Child Care								
435602	State Aid-DCF Allocation	0.00	47,792.00	14,508.00	0.00	14,508.00	0.00	
435606	State Aid-Child Care Administr	0.00	0.00	128,227.00	0.00	128,227.00	150,008.00	
474600	Indirect Cost Allocation Rev	13,722.00	10,471.56	13,071.00	7,633.45	13,071.00	13,071.00	
	Total revenue without property tax:	**13,722.00**	**58,263.56**	**155,806.00**	**7,633.45**	**155,806.00**	**163,079.00**	
511100	Salaries and Wages	69,908.00	61,140.37	76,396.00	33,174.96	76,396.00	80,391.00	
511200	Overtime	0.00	444.99	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	6,067.00	11,096.02	14,164.00	6,080.17	14,164.00	14,872.00	
515400	Health Insurance Benefit	33,275.00	22,200.25	26,893.00	11,533.09	26,893.00	33,583.00	
521200	Contracted Services	12,000.00	10,312.50	14,508.00	3,175.00	14,508.00	12,000.00	
531400	Equipment < $5,000	0.00	0.00	674.00	0.00	674.00	0.00	
533500	Conventions & Meetings	0.00	0.00	500.00	0.00	500.00	0.00	
595200	AMSO Expenditure Transfer	10,552.00	8,253.65	9,600.00	3,603.42	9,600.00	9,162.00	
598000	Indirect Cost Allocation	13,722.00	10,471.56	13,071.00	7,633.45	13,071.00	13,071.00	
	Total expense:	**145,524.00**	**123,919.34**	**155,806.00**	**65,200.09**	**155,806.00**	**163,079.00**	
	Revenue - Expense:	**-131,802.00**	**-65,655.78**	**0.00**	**-57,566.64**	**0.00**	**0.00**	

Submitted by:

Department/Division Head

Date

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Account Number	Description	Amount	Total
PRELIMINARY			
435606	**State Aid-Child Care Administr**		
		150,008.00	
		Total 435606 State Aid-Child Care Administr:	150,008.00
474600	**Indirect Cost Allocation Rev**		
	Automatic Adjustment	13,071.00	
		Total 474600 Indirect Cost Allocation Rev:	13,071.00
		Total revenue:	**163,079.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	80,391.00	
		Total 511100 Salaries and Wages:	80,391.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	14,872.00	
		Total 515000 Fringe Benefits:	14,872.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	33,583.00	
		Total 515400 Health Insurance Benefit:	33,583.00
521200	**Contracted Services**		
	EC childcare licensing contract	12,000.00	
		Total 521200 Contracted Services:	12,000.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	9,162.00	
		Total 595200 AMSO Expenditure Transfer:	9,162.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	13,071.00	
		Total 598000 Indirect Cost Allocation:	13,071.00
		Total expense:	**163,07**

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Account Number	Description	Amount	Total
PRELIMINARY			
	Total Account # 208-77-54411 Child Care Detail:		**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-78-54500	**Child And Family Ongoing Servi**							
435601	State Aid-DHS Allocations	0.00	175,449.00	204,505.00	0.00	204,505.00	329,532.00	
435602	State Aid-DCF Allocation	0.00	29,000.33	557,942.00	0.00	557,942.00	579,384.00	
466220	Child & Family Ongoing Service	0.00	0.00	0.00	0.00	0.00	500.00	
474600	Indirect Cost Allocation Rev	158,416.00	127,270.20	148,896.00	74,698.90	148,896.00	148,896.00	
485000	Donations & Contributions	0.00	0.00	0.00	2,875.20	5,000.00	2,500.00	
	Total revenue without property tax:	**158,416.00**	**331,719.53**	**911,343.00**	**77,574.10**	**916,343.00**	**1,060,812.00**	
411100	General Property Taxes	0.00	807,730.00	834,353.00	834,353.00	834,353.00	754,644.00	
	Total revenue with property tax:	**158,416.00**	**1,139,449.53**	**1,745,696.00**	**911,927.10**	**1,750,696.00**	**1,815,456.00**	
511100	Salaries and Wages	831,633.00	776,243.34	830,256.00	349,860.52	830,256.00	933,376.00	
511200	Overtime	0.00	42.59	0.00	0.00	0.00	0.00	
514100	Per Diem/Mileage-Committee	0.00	2,384.63	2,400.00	311.69	2,400.00	2,500.00	
515000	Fringe Benefits	154,159.00	132,999.02	153,896.00	62,918.74	153,896.00	172,439.00	
515400	Health Insurance Benefit	292,385.00	248,527.42	275,116.00	84,846.88	275,116.00	227,140.00	
521200	Contracted Services	131,750.00	179,356.17	215,172.00	42,305.71	215,172.00	207,076.00	
522300	Cell Phone Costs	6,792.00	7,738.79	7,200.00	2,696.92	7,200.00	7,900.00	
531000	Office Supplies	250.00	171.83	350.00	31.99	350.00	200.00	
531400	Equipment < $5,000	0.00	7.83	2,500.00	268.26	2,500.00	0.00	
533000	Mileage/Travel	8,000.00	4,584.06	8,500.00	12,279.97	8,500.00	5,500.00	
533500	Conventions & Meetings	3,500.00	5,862.67	4,250.00	909.00	4,250.00	5,100.00	
595200	AMSO Expenditure Transfer	103,802.00	100,313.54	97,160.00	35,261.89	97,160.00	105,329.00	
598000	Indirect Cost Allocation	158,166.00	127,270.20	148,896.00	74,698.90	148,896.00	148,896.00	
	Total expense:	**1,690,437.00**	**1,585,502.09**	**1,745,696.00**	**666,390.47**	**1,745,696.00**	**1,815,456.00**	
	Revenue - Expense:	**-1,532,021.00**	**-446,052.56**	**0.00**	**245,536.63**	**5,000.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		882,644.00	
	Automatic Adjustment	-128,000.00	
		Total 411100 General Property Taxes:	754,644.00
435601	**State Aid-DHS Allocations**		
	Department of Human Services - Targeted Safety Support Funds grant	82,200.00	
	Department of Human Services Basic Allocation	204,505.00	
	Department of Human Services - Promoting Safe and Stable Families grant	42,827.00	
		Total 435601 State Aid-DHS Allocations:	329,532.00
435602	**State Aid-DCF Allocation**		
	Department of Children and Families Basic Allocation	579,384.00	
		Total 435602 State Aid-DCF Allocation:	579,384.00
466220	**Child & Family Ongoing Service**		
	Consumer collections	500.00	
		Total 466220 Child & Family Ongoing Service:	500.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	148,896.00	
		Total 474600 Indirect Cost Allocation Rev:	148,896.00
485000	**Donations & Contributions**		
	Community donations	2,500.00	
		Total 485000 Donations & Contributions:	2,500.00
		Total revenue:	**1,815,456.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	933,376.00	
		Total 511100 Salaries and Wages:	933,376.00
100	**Per Diem/Mileage-Committee**		
	Based on prior year actual	2,500.00	
		Total 514100 Per Diem/Mileage-Committee:	2,50

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Account Number	Description	Amount	Total
PRELIMINARY			
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	172,439.00	
		Total 515000 Fringe Benefits:	172,439.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	227,140.00	
		Total 515400 Health Insurance Benefit:	227,140.00
521200	**Contracted Services**		
	Misc. other servics	1,800.00	
	In-home safety supports	32,626.00	
	Community care programs for child protective services families	88,600.00	
	Legal services - terrmination of parental rights	5,000.00	
	Respite services	68,000.00	
	Drug testing services and supplies	11,050.00	
		Total 521200 Contracted Services:	207,076.00
522300	**Cell Phone Costs**		
	Based on prior year actual	7,900.00	
		Total 522300 Cell Phone Costs:	7,900.00
531000	**Office Supplies**		
	Based on prior year actual	200.00	
		Total 531000 Office Supplies:	200.00
533000	**Mileage/Travel**		
	Based on prior year actual	5,500.00	
		Total 533000 Mileage/Travel:	5,500.00
533500	**Conventions & Meetings**		
	17 FTE @ $300/each	5,100.00	
		Total 533500 Conventions & Meetings:	5,100.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	105,329.00	
		Total 595200 AMSO Expenditure Transfer:	105,329.00

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	148,896.00	
		Total 598000 Indirect Cost Allocation:	148,896.00
		Total expense:	**1,815,456.00**
		Total Account # 208-78-54500 Child And Family Ongoing Servi Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-78-54502 Kinship								
435602	State Aid-DCF Allocation	0.00	197,625.00	394,020.00	0.00	394,020.00	394,020.00	
474600	Indirect Cost Allocation Rev	0.00	0.00	3,871.00	2,181.00	3,871.00	3,871.00	
	Total revenue without property tax:	**0.00**	**197,625.00**	**397,891.00**	**2,181.00**	**397,891.00**	**397,891.00**	
511100	Salaries and Wages	0.00	28,679.77	23,876.00	10,824.16	23,876.00	23,876.00	
515000	Fringe Benefits	0.00	4,995.03	4,426.00	1,946.35	4,426.00	4,953.00	
515400	Health Insurance Benefit	0.00	13,876.55	9,595.00	4,189.95	9,595.00	9,595.00	
521200	Contracted Services	316,839.00	364,140.88	353,597.00	139,963.83	346,014.00	352,919.00	
595200	AMSO Expenditure Transfer	0.00	0.00	2,526.00	1,029.55	2,526.00	2,677.00	
598000	Indirect Cost Allocation	0.00	0.00	3,871.00	2,181.00	3,871.00	3,871.00	
	Total expense:	**316,839.00**	**411,692.23**	**397,891.00**	**160,134.84**	**390,308.00**	**397,891.00**	
	Revenue - Expense:	**-316,839.00**	**-214,067.23**	**0.00**	**-157,953.84**	**7,583.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
435602	**State Aid-DCF Allocation**		
	Grant amount	394,020.00	
		Total 435602 State Aid-DCF Allocation:	394,020.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	3,871.00	
		Total 474600 Indirect Cost Allocation Rev:	3,871.00
		Total revenue:	**397,891.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	23,876.00	
		Total 511100 Salaries and Wages:	23,876.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	4,953.00	
		Total 515000 Fringe Benefits:	4,953.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	9,595.00	
		Total 515400 Health Insurance Benefit:	9,595.00
521200	**Contracted Services**		
	Foster care services by family	352,919.00	
		Total 521200 Contracted Services:	352,919.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	2,677.00	
		Total 595200 AMSO Expenditure Transfer:	2,677.00
598000	**Indirect Cost Allocation**		
		3,871.00	
		Total 598000 Indirect Cost Allocation:	3,871.00
		Total expense:	**397,89**

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Account Number	Description	Amount	Total
PRELIMINARY			
	Total Account # 208-78-54502 Kinship Detail:		**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-79-54511 Electronic Monitoring								
435602	State Aid-DCF Allocation	0.00	0.00	5,500.00	0.00	5,500.00	5,500.00	
	Total revenue without property tax:	**0.00**	**0.00**	**5,500.00**	**0.00**	**5,500.00**	**5,500.00**	
521200	Contracted Services	10,500.00	4,816.00	5,500.00	3,640.00	5,500.00	5,500.00	
	Total expense:	**10,500.00**	**4,816.00**	**5,500.00**	**3,640.00**	**5,500.00**	**5,500.00**	
	Revenue - Expense:	**-10,500.00**	**-4,816.00**	**0.00**	**-3,640.00**	**0.00**	**0.00**	

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435602	**State Aid-DCF Allocation**		
		5,500.00	
		Total 435602 State Aid-DCF Allocation:	5,500.00
		Total revenue:	**5,500.00**
521200	**Contracted Services**		
	Device rent	5,500.00	
		Total 521200 Contracted Services:	5,500.00
		Total expense:	**5,500.00**
		Total Account # 208-79-54511 Electronic Monitoring Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-79-54513 Shelter Services/Secure/Non-Se								
435602	State Aid-DCF Allocation	0.00	0.00	44,000.00	0.00	44,000.00	47,000.00	
	Total revenue without property tax:	**0.00**	**0.00**	**44,000.00**	**0.00**	**44,000.00**	**47,000.00**	
411100	General Property Taxes	0.00	42,000.00	0.00	0.00	0.00	0.00	
	Total revenue with property tax:	**0.00**	**42,000.00**	**44,000.00**	**0.00**	**44,000.00**	**47,000.00**	
521200	Contracted Services	42,000.00	21,938.10	44,000.00	11,750.00	44,000.00	47,000.00	
	Total expense:	**42,000.00**	**21,938.10**	**44,000.00**	**11,750.00**	**44,000.00**	**47,000.00**	
	Revenue - Expense:	**-42,000.00**	**20,061.90**	**0.00**	**-11,750.00**	**0.00**	**0.00**	

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435602	**State Aid-DCF Allocation**		
		47,000.00	
		Total 435602 State Aid-DCF Allocation:	47,000.00
		Total revenue:	**47,000.00**
521200	**Contracted Services**		
	Child and youth shelter services	47,000.00	
		Total 521200 Contracted Services:	47,000.00
		Total expense:	**47,000.00**
		Total Account # 208-79-54513 Shelter Services/Secure/Non-Se Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-79-54516	**Delinquency Ongoing Services**							
435602	State Aid-DCF Allocation	0.00	245,569.00	349,799.00	0.00	349,799.00	349,799.00	
435608	State Aid-DOC Community Interv	0.00	0.00	23,640.00	0.00	23,640.00	23,640.00	
466380	Delinquency Ongoing Services	0.00	3,521.56	3,800.00	1,783.28	3,800.00	3,800.00	
474600	Indirect Cost Allocation Rev	67,653.00	51,552.48	64,446.00	36,368.00	64,446.00	64,446.00	
	Total revenue without property tax:	**67,653.00**	**300,643.04**	**441,685.00**	**38,151.28**	**441,685.00**	**441,685.00**	
411100	General Property Taxes	0.00	237,569.00	210,946.00	210,946.00	210,946.00	210,946.00	
	Total revenue with property tax:	**67,653.00**	**538,212.04**	**652,631.00**	**249,097.28**	**652,631.00**	**652,631.00**	
511100	Salaries and Wages	320,397.00	291,896.88	331,195.00	155,842.85	331,195.00	318,902.00	
511200	Overtime	0.00	42.59	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	59,292.00	49,605.16	61,303.00	26,976.57	61,303.00	59,077.00	
515400	Health Insurance Benefit	101,318.00	95,861.75	98,644.00	51,375.37	98,644.00	111,358.00	
521200	Contracted Services	53,300.00	41,775.39	44,140.00	87,794.64	44,140.00	44,140.00	
522300	Cell Phone Costs	3,810.00	2,908.57	2,950.00	960.40	2,920.00	3,100.00	
531000	Office Supplies	100.00	204.59	200.00	0.00	200.00	225.00	
531400	Equipment < $5,000	1,000.00	0.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	0.00	5,994.69	5,300.00	3,350.54	5,300.00	7,000.00	
533500	Conventions & Meetings	1,500.00	1,752.99	2,400.00	1,007.45	2,400.00	1,800.00	
595200	AMSO Expenditure Transfer	44,194.00	40,633.34	42,053.00	17,167.66	42,053.00	42,583.00	
598000	Indirect Cost Allocation	67,653.00	51,552.48	64,446.00	36,368.00	64,446.00	64,446.00	
	Total expense:	**652,564.00**	**582,228.43**	**652,631.00**	**380,843.48**	**652,601.00**	**652,631.00**	
	Revenue - Expense:	**-584,911.00**	**-44,016.39**	**0.00**	**-131,746.20**	**30.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		210,946.00	
		Total 411100 General Property Taxes:	210,946.00
435602	**State Aid-DCF Allocation**		
	Department of Children and Families Basic Allocation	349,799.00	
		Total 435602 State Aid-DCF Allocation:	349,799.00
435608	**State Aid-DOC Community Interv**		
	Grant amount	23,640.00	
		Total 435608 State Aid-DOC Community Interv:	23,640.00
466380	**Delinquency Ongoing Services**		
	Consumer payments	3,800.00	
		Total 466380 Delinquency Ongoing Services:	3,800.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	64,446.00	
		Total 474600 Indirect Cost Allocation Rev:	64,446.00
		Total revenue:	**652,631.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	318,902.00	
		Total 511100 Salaries and Wages:	318,902.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	59,077.00	
		Total 515000 Fringe Benefits:	59,077.00
515400	**Health Insurance Benefit**		
	Per Personnel Cost Report	111,358.00	
		Total 515400 Health Insurance Benefit:	111,358.00
200	**Contracted Services**		
	Community Intervention supplies	2,000.00	
	Misc.	2,240.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
	Respite	13,500.00	
	Assesments	5,000.00	
	Mentoring	10,500.00	
	Therapy	10,900.00	
		Total 521200 Contracted Services:	44,140.00
522300	**Cell Phone Costs**		
	Based on prior year actual	3,100.00	
		Total 522300 Cell Phone Costs:	3,100.00
531000	**Office Supplies**		
	Based on prior year actual	225.00	
		Total 531000 Office Supplies:	225.00
533000	**Mileage/Travel**		
	Based on prior year actual	7,000.00	
		Total 533000 Mileage/Travel:	7,000.00
533500	**Conventions & Meetings**		
	6 FTE X $300/ea.	1,800.00	
		Total 533500 Conventions & Meetings:	1,800.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	42,583.00	
		Total 595200 AMSO Expenditure Transfer:	42,583.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	64,446.00	
		Total 598000 Indirect Cost Allocation:	64,446.00
		Total expense:	**652,631.00**
		Total Account # 208-79-54516 Delinquency Ongoing Services Detail:	**0.00**

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-80-54531 Children's Community Options								
435601	State Aid-DHS Allocations	0.00	24,181.00	107,862.00	0.00	107,862.00	107,862.00	
	Total revenue without property tax:	**0.00**	**24,181.00**	**107,862.00**	**0.00**	**107,862.00**	**107,862.00**	
521200	Contracted Services	107,862.00	137,587.04	107,862.00	23,459.33	107,862.00	107,862.00	
	Total expense:	**107,862.00**	**137,587.04**	**107,862.00**	**23,459.33**	**107,862.00**	**107,862.00**	
	Revenue - Expense:	**-107,862.00**	**-113,406.04**	**0.00**	**-23,459.33**	**0.00**	**0.00**	

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435601	**State Aid-DHS Allocations**		
	Children's Community Options Plan grant	107,862.00	
	Total 435601 State Aid-DHS Allocations:		107,862.00
	Total revenue:		**107,862.00**
521200	**Contracted Services**		
	Children's Long Term Support Waiver maintenance of effort due DHS	67,573.00	
	Consumer services	40,289.00	
	Total 521200 Contracted Services:		107,862.00
	Total expense:		**107,862.00**
	Total Account # 208-80-54531 Children's Community Options Detail:		**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-80-54533 Childrens DD Waiver								
435601	State Aid-DHS Allocations	0.00	164,840.37	822,768.00	86,672.57	822,768.00	1,110,007.00	
466550	Children's DD Waiver	1,000.00	7,733.34	4,000.00	9,023.38	4,000.00	8,500.00	
474600	Indirect Cost Allocation Rev	59,659.00	50,747.04	56,831.00	29,716.00	56,831.00	50,747.00	
	Total revenue without property tax:	**60,659.00**	**223,320.75**	**883,599.00**	**125,411.95**	**883,599.00**	**1,169,254.00**	
511100	Salaries and Wages	340,909.00	358,033.17	463,519.00	170,499.89	463,519.00	525,911.00	
511200	Overtime	0.00	300.52	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	63,171.00	62,833.12	85,841.00	30,015.52	85,841.00	97,571.00	
515400	Health Insurance Benefit	109,845.00	117,176.75	157,924.00	47,536.53	157,924.00	154,633.00	
521200	Contracted Services	44,200.00	86,253.18	77,500.00	399.31	77,500.00	294,592.00	
522300	Cell Phone Costs	2,286.00	2,380.44	2,200.00	1,066.66	2,200.00	2,400.00	
531000	Office Supplies	2,700.00	1,323.28	700.00	59.96	700.00	1,400.00	
533000	Mileage/Travel	3,000.00	505.80	800.00	1,112.12	800.00	500.00	
533500	Conventions & Meetings	1,250.00	2,128.20	1,200.00	233.50	1,200.00	1,500.00	
595200	AMSO Expenditure Transfer	38,971.00	39,998.43	37,084.00	14,027.55	37,084.00	40,000.00	
598000	Indirect Cost Allocation	59,659.00	50,747.04	56,831.00	29,716.00	56,831.00	50,747.00	
	Total expense:	**665,991.00**	**721,679.93**	**883,599.00**	**294,667.04**	**883,599.00**	**1,169,254.00**	
	Revenue - Expense:	**-605,332.00**	**-498,359.18**	**0.00**	**-169,255.09**	**0.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
435601	**State Aid-DHS Allocations**		
	MA Waiver case management	1,110,007.00	
		Total 435601 State Aid-DHS Allocations:	1,110,007.00
466550	**Children's DD Waiver**		
	Consumer collections	8,500.00	
		Total 466550 Children's DD Waiver:	8,500.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	50,747.00	
		Total 474600 Indirect Cost Allocation Rev:	50,747.00
		Total revenue:	**1,169,254.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	525,911.00	
		Total 511100 Salaries and Wages:	525,911.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	97,571.00	
		Total 515000 Fringe Benefits:	97,571.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	154,633.00	
		Total 515400 Health Insurance Benefit:	154,633.00
521200	**Contracted Services**		
	New positions - 2 Children's Long Term Support social workers	199,092.00	
	Single point of access screening service - Public Health contract	95,500.00	
		Total 521200 Contracted Services:	294,592.00
522300	**Cell Phone Costs**		
	Based on prior year actual	2,400.00	
		Total 522300 Cell Phone Costs:	2,400.00
000	**Office Supplies**		
	Based on prior year actual	1,400.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 531000 Office Supplies:	1,400.00
533000	**Mileage/Travel**		
	Based on prior year actual	500.00	
		Total 533000 Mileage/Travel:	500.00
533500	**Conventions & Meetings**		
	FTE 5 @ $300/ea.	1,500.00	
		Total 533500 Conventions & Meetings:	1,500.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	40,000.00	
		Total 595200 AMSO Expenditure Transfer:	40,000.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	50,747.00	
		Total 598000 Indirect Cost Allocation:	50,747.00
		Total expense:	**1,169,254.00**
		Total Account # 208-80-54533 Childrens DD Waiver Detail:	**0.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-80-54537	**Birth To 3**							
435601	State Aid-DHS Allocations	0.00	273,069.67	339,103.00	-52,945.66	339,103.00	339,103.00	
435602	State Aid-DCF Allocation	0.00	0.00	12,285.00	0.00	12,285.00	12,286.00	
466590	Birth to Three	28,490.00	32,453.62	33,000.00	4,520.00	33,000.00	33,000.00	
474600	Indirect Cost Allocation Rev	36,989.00	31,414.80	35,235.00	17,447.90	35,235.00	35,235.00	
	Total revenue without property tax:	**65,479.00**	**336,938.09**	**419,623.00**	**-30,977.76**	**419,623.00**	**419,624.00**	
411100	General Property Taxes	0.00	152,247.00	152,247.00	152,247.00	152,247.00	163,261.00	
	Total revenue with property tax:	**65,479.00**	**489,185.09**	**571,870.00**	**121,269.24**	**571,870.00**	**582,885.00**	
511100	Salaries and Wages	221,592.00	221,618.49	226,672.00	104,696.09	226,672.00	236,407.00	
511200	Overtime	0.00	114.64	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	41,141.00	39,544.36	42,088.00	18,638.53	42,088.00	43,899.00	
515400	Health Insurance Benefit	84,346.00	81,135.68	82,089.00	35,356.79	82,089.00	81,559.00	
521200	Contracted Services	122,182.00	190,732.00	160,511.00	73,377.44	16,511.00	151,560.00	
522300	Cell Phone Costs	2,286.00	1,993.56	0.00	720.30	864.00	2,000.00	
531000	Office Supplies	0.00	999.85	25.00	0.00	25.00	250.00	
531200	Copies/Printing	0.00	23.23	0.00	0.00	0.00	25.00	
533000	Mileage/Travel	250.00	1,305.88	1,500.00	3,714.05	2,500.00	5,200.00	
533500	Conventions & Meetings	750.00	1,246.59	750.00	0.00	750.00	750.00	
595200	AMSO Expenditure Transfer	24,162.00	24,760.95	23,000.00	8,236.33	23,000.00	26,000.00	
598000	Indirect Cost Allocation	36,989.00	31,414.80	35,235.00	17,447.90	35,235.00	35,235.00	
	Total expense:	**533,698.00**	**594,890.03**	**571,870.00**	**262,187.43**	**429,734.00**	**582,885.00**	
	Revenue - Expense:	**-468,219.00**	**-105,704.94**	**0.00**	**-140,918.19**	**142,136.00**	**0.00**	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		163,261.00	
		Total 411100 General Property Taxes:	163,261.00
435601	**State Aid-DHS Allocations**		
	Department of Human Services Basic Allocation	205,269.00	
	Department of Human Services - Birth to 3 grant	133,834.00	
		Total 435601 State Aid-DHS Allocations:	339,103.00
435602	**State Aid-DCF Allocation**		
		12,286.00	
		Total 435602 State Aid-DCF Allocation:	12,286.00
466590	**Birth to Three**		
	Parental payments	33,000.00	
		Total 466590 Birth to Three:	33,000.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	35,235.00	
		Total 474600 Indirect Cost Allocation Rev:	35,235.00
		Total revenue:	**582,885.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	236,407.00	
		Total 511100 Salaries and Wages:	236,407.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	43,899.00	
		Total 515000 Fringe Benefits:	43,899.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	81,559.00	
		Total 515400 Health Insurance Benefit:	81,559.00
200	**Contracted Services**		
	HSHS/Prevea services	138,943.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
	CESA 10 services	4,000.00	
	Single point of access screening service - Public Health contract	8,617.00	
		Total 521200 Contracted Services:	151,560.00
522300	**Cell Phone Costs**		
	Based on prior year actual	2,000.00	
		Total 522300 Cell Phone Costs:	2,000.00
531000	**Office Supplies**		
	Based on prior year actual	250.00	
		Total 531000 Office Supplies:	250.00
531200	**Copies/Printing**		
	Based on prior year actual	25.00	
		Total 531200 Copies/Printing:	25.00
533000	**Mileage/Travel**		
	Based on 2023 partial year actual	5,200.00	
		Total 533000 Mileage/Travel:	5,200.00
533500	**Conventions & Meetings**		
		750.00	
		Total 533500 Conventions & Meetings:	750.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	26,000.00	
		Total 595200 AMSO Expenditure Transfer:	26,000.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	35,235.00	
		Total 598000 Indirect Cost Allocation:	35,235.00
		Total expense:	**582,885.00**
		Total Account # 208-80-54537 Birth To 3 Detail:	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-80-54538 TPA Provider Clearing Account								
521200	Contracted Services	0.00	0.00	0.00	233,848.37	0.00	0.00	
	Total expense:	**0.00**	**0.00**	**0.00**	**233,848.37**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**-233,848.37**	**0.00**	**0.00**	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-81-54550 Placements								
435601	State Aid-DHS Allocations	0.00	80,613.00	80,613.00	0.00	80,613.00	80,613.00	
435602	State Aid-DCF Allocation	0.00	355,461.49	941,123.00	0.00	941,123.00	922,654.00	
466720	Placements	220,000.00	298,172.16	220,000.00	102,713.52	220,000.00	299,000.00	
	Total revenue without property tax:	**220,000.00**	**734,246.65**	**1,241,736.00**	**102,713.52**	**1,241,736.00**	**1,302,267.00**	
411100	General Property Taxes	0.00	360,996.00	443,847.00	443,847.00	443,847.00	552,847.00	
	Total revenue with property tax:	**220,000.00**	**1,095,242.65**	**1,685,583.00**	**546,560.52**	**1,685,583.00**	**1,855,114.00**	
521200	Contracted Services	1,577,818.00	2,657,116.22	1,685,583.00	995,810.04	2,338,401.00	1,855,114.00	
	Total expense:	**1,577,818.00**	**2,657,116.22**	**1,685,583.00**	**995,810.04**	**2,338,401.00**	**1,855,114.00**	
	Revenue - Expense:	**-1,357,818.00**	**-1,561,873.57**	**0.00**	**-449,249.52**	**-652,818.00**	**0.00**	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		552,847.00	
		Total 411100 General Property Taxes:	552,847.00
435601	**State Aid-DHS Allocations**		
	Department of Human Services Basic Allocation	80,613.00	
		Total 435601 State Aid-DHS Allocations:	80,613.00
435602	**State Aid-DCF Allocation**		
		414,953.00	
	Department of Children and Families Youth Aides	507,701.00	
		Total 435602 State Aid-DCF Allocation:	922,654.00
466720	**Placements**		
	Consumer collections	299,000.00	
		Total 466720 Placements:	299,000.00
		Total revenue:	**1,855,114.00**
521200	**Contracted Services**		
	Foster care, residential care center and group home placemnts	1,855,114.00	
		Total 521200 Contracted Services:	1,855,114.00
		Total expense:	**1,855,114.00**
		Total Account # 208-81-54550 Placements Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 208-89-54300	**Agency Mang/Overhead**							
435550	State Aid - COVID	0.00	67,701.00	0.00	0.00	0.00	0.00	
435601	State Aid-DHS Allocations	1,097,740.00	952,829.84	0.00	215,389.28	40,000.00	0.00	
435602	State Aid-DCF Allocation	2,152,018.00	1,645,858.31	0.00	742,681.19	157,000.00	0.00	
435606	State Aid-Child Care Administr	131,802.00	-1,641.00	0.00	0.00	0.00	0.00	
435609	State Aid - IM Consortium	764,233.00	501,554.00	0.00	0.00	0.00	0.00	
435618	State Aid - TPA Revenue	480,461.00	465,329.85	0.00	50,520.78	51,000.00	0.00	
481000	Interest Income	0.00	1.98	0.00	0.00	0.00	0.00	
492109	Transfer in - General Fund	0.00	465,000.00	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**4,626,254.00**	**4,096,633.98**	**0.00**	**1,008,591.25**	**248,000.00**	**0.00**	
411100	General Property Taxes	2,200,035.00	0.00	0.00	0.00	0.00	0.00	
	Total revenue with property tax:	**6,826,289.00**	**4,096,633.98**	**0.00**	**1,008,591.25**	**248,000.00**	**0.00**	
	Revenue - Expense:	**6,826,289.00**	**4,096,633.98**	**0.00**	**1,008,591.25**	**248,000.00**	**0.00**	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54300	**Agency Mang/Overhead**							
435601	State Aid-DHS Allocations	1,117,226.00	0.00	3,000.00	0.00	3,000.00	0.00	
435611	RWC Reimbursements	545,886.00	715,741.36	0.00	-13,167.03	0.00	0.00	
492209	Transfer in - Special Revenue	0.00	637,572.15	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**1,663,112.00**	**1,353,313.51**	**3,000.00**	**-13,167.03**	**3,000.00**	**0.00**	
411100	General Property Taxes	340,601.00	0.00	0.00	0.00	0.00	0.00	
	Total revenue with property tax:	**2,003,713.00**	**1,353,313.51**	**3,000.00**	**-13,167.03**	**3,000.00**	**0.00**	
515000	Fringe Benefits	0.00	19.53	0.00	0.00	0.00	0.00	
521200	Contracted Services	22,910.00	2,472.10	3,000.00	35.00	3,000.00	0.00	
522300	Cell Phone Costs	0.00	415.66	0.00	0.00	0.00	0.00	
522500	Telephone	1,300.00	0.00	0.00	0.00	0.00	0.00	
531000	Office Supplies	240.00	0.00	0.00	0.00	0.00	0.00	
531100	Postage	1,035.00	1,371.56	0.00	762.78	700.00	0.00	
531200	Copies/Printing	1,500.00	792.45	0.00	255.74	400.00	0.00	
531400	Equipment < $5,000	2,200.00	0.00	0.00	15.70	0.00	0.00	
533000	Mileage/Travel	315.00	0.00	0.00	0.00	0.00	0.00	
533500	Conventions & Meetings	1,400.00	2,396.24	0.00	270.00	0.00	0.00	
553300	Leased Equipment - Principal	0.00	625.49	0.00	0.00	0.00	0.00	
562200	Interest - Leases	0.00	44.26	0.00	0.00	0.00	0.00	
	Total expense:	**30,900.00**	**8,137.29**	**3,000.00**	**1,339.22**	**4,100.00**	**0.00**	
	Revenue - Expense:	**1,972,813.00**	**1,345,176.22**	**0.00**	**-14,506.25**	**-1,100.00**	**0.00**	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54302 Emergency Placements								
435601	State Aid-DHS Allocations	0.00	32,714.00	32,714.00	0.00	32,714.00	19,750.00	
466020	Collections	2,286.00	0.00	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**2,286.00**	**32,714.00**	**32,714.00**	**0.00**	**32,714.00**	**19,750.00**	
521200	Contracted Services	46,220.00	17,755.00	32,714.00	17,150.00	32,714.00	19,750.00	
	Total expense:	**46,220.00**	**17,755.00**	**32,714.00**	**17,150.00**	**32,714.00**	**19,750.00**	
	Revenue - Expense:	**-43,934.00**	**14,959.00**	**0.00**	**-17,150.00**	**0.00**	**0.00**	

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435601 State Aid-DHS Allocations

19,750.00

Total 435601 State Aid-DHS Allocations: 19,750.00

Total revenue: 19,750.00

521200 Contracted Services

Based on prior year actual 19,750.00

Total 521200 Contracted Services: 19,750.00

Total expense: 19,750.00

Total Account # 209-84-54302 Emergency Placements Detail: 0.00

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54303 Chapt 51/Crisis Services								
435500	Medical Assistance Revenues	336,152.00	305,188.01	364,754.00	-4,796.92	364,754.00	404,303.00	
435601	State Aid-DHS Allocations	0.00	153,763.00	100,958.00	0.00	100,958.00	100,958.00	
466030	Collections	11,500.00	0.00	20,500.00	0.00	20,500.00	0.00	
474600	Indirect Cost Allocation Rev	19,605.00	16,915.68	19,834.00	10,904.95	19,834.00	16,916.00	
	Total revenue without property tax:	**367,257.00**	**475,866.69**	**506,046.00**	**6,108.03**	**506,046.00**	**522,177.00**	
411100	General Property Taxes	0.00	0.00	0.00	0.00	0.00	77,288.00	
	Total revenue with property tax:	**367,257.00**	**475,866.69**	**506,046.00**	**6,108.03**	**506,046.00**	**599,465.00**	
511100	Salaries and Wages	91,147.00	106,083.96	167,358.00	65,677.10	167,358.00	209,256.00	
511200	Overtime	0.00	86.80	0.00	19.79	40.00	0.00	
515000	Fringe Benefits	17,116.00	18,976.25	31,054.00	11,580.98	31,054.00	38,810.00	
515400	Health Insurance Benefit	35,033.00	36,797.33	57,321.00	23,323.45	57,321.00	65,002.00	
521200	Contracted Services	299,794.00	315,204.25	214,550.00	123,221.17	214,550.00	251,500.00	
522300	Cell Phone Costs	0.00	282.04	0.00	240.10	300.00	300.00	
531000	Office Supplies	600.00	0.00	0.00	19.98	25.00	0.00	
531200	Copies/Printing	750.00	0.00	0.00	0.00	0.00	0.00	
531400	Equipment < $5,000	0.00	2,069.90	600.00	0.00	600.00	2,400.00	
531900	Sundry/Miscellaneous	550.00	0.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	2,000.00	18.36	1,500.00	174.91	1,500.00	0.00	
533500	Conventions & Meetings	4,748.00	5,172.31	750.00	1,708.00	1,800.00	1,000.00	
534200	Medical Supplies	700.00	0.00	100.00	0.00	100.00	0.00	
595200	AMSO Expenditure Transfer	13,601.00	13,332.82	12,979.00	5,147.72	12,979.00	14,281.00	
598000	Indirect Cost Allocation	19,605.00	16,915.68	19,834.00	10,904.95	19,834.00	16,916.00	
	Total expense:	**485,644.00**	**514,939.70**	**506,046.00**	**242,018.15**	**507,461.00**	**599,465.00**	
	Revenue - Expense:	**-118,387.00**	**-39,073.01**	**0.00**	**-235,910.12**	**-1,415.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		77,288.00	
		Total 411100 General Property Taxes:	77,288.00
435500	**Medical Assistance Revenues**		
	Medicaid	220,512.00	
	WIMCR reconciliation	183,791.00	
		Total 435500 Medical Assistance Revenues:	404,303.00
435601	**State Aid-DHS Allocations**		
	Department of Human Services Basic Allocation	100,958.00	
		Total 435601 State Aid-DHS Allocations:	100,958.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	16,916.00	
		Total 474600 Indirect Cost Allocation Rev:	16,916.00
		Total revenue:	**599,465.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	209,256.00	
		Total 511100 Salaries and Wages:	209,256.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	38,810.00	
		Total 515000 Fringe Benefits:	38,810.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	65,002.00	
		Total 515400 Health Insurance Benefit:	65,002.00
521200	**Contracted Services**		
	Other crisis services	22,500.00	
	Medication monitoring	6,000.00	
	Crisis services (Northwest)	168,000.00	
	Psychiatric services	55,000.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 521200 Contracted Services:	251,500.00
522300	**Cell Phone Costs** Based on prior year actual	300.00	
		Total 522300 Cell Phone Costs:	300.00
531400	**Equipment < $5,000** Unplanned replacement (chairs, etc.)	2,400.00	
		Total 531400 Equipment < $5,000:	2,400.00
533500	**Conventions & Meetings** $250 per employee	1,000.00	
		Total 533500 Conventions & Meetings:	1,000.00
595200	**AMSO Expenditure Transfer** Allocated based on FTE	14,281.00	
		Total 595200 AMSO Expenditure Transfer:	14,281.00
598000	**Indirect Cost Allocation** Based on Indirect Cost Plan	16,916.00	
		Total 598000 Indirect Cost Allocation:	16,916.00
		Total expense:	**599,465.00**
		Total Account # 209-84-54303 Chapt 51/Crisis Services Detail:	**0.00**

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54304 MH/AODA Inpatient Services								
435601	State Aid-DHS Allocations	0.00	0.00	197,428.00	0.00	197,428.00	294,970.00	
466040	Collections	0.00	0.00	224,000.00	0.00	224,000.00	0.00	
	Total revenue without property tax:	**0.00**	**0.00**	**421,428.00**	**0.00**	**421,428.00**	**294,970.00**	
411100	General Property Taxes	0.00	100,030.00	100,030.00	100,030.00	100,030.00	100,030.00	
	Total revenue with property tax:	**0.00**	**100,030.00**	**521,458.00**	**100,030.00**	**521,458.00**	**395,000.00**	
521200	Contracted Services	434,537.00	779,535.04	521,458.00	309,429.22	953,568.00	395,000.00	
	Total expense:	**434,537.00**	**779,535.04**	**521,458.00**	**309,429.22**	**953,568.00**	**395,000.00**	
	Revenue - Expense:	**-434,537.00**	**-679,505.04**	**0.00**	**-209,399.22**	**-432,110.00**	**0.00**	

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411100 General Property Taxes

	100,030.00	
	Total 411100 General Property Taxes:	100,030.00

435601 State Aid-DHS Allocations

	294,970.00	
	Total 435601 State Aid-DHS Allocations:	294,970.00
	Total revenue:	**395,000.00**

521200 Contracted Services

Adult Institute of Mental Disease placements - Winnebago	295,000.00	
Adult Institute of Mental Disease placements - other	100,000.00	
	Total 521200 Contracted Services:	395,000.00
	Total expense:	**395,000.00**
	Total Account # 209-84-54304 MH/AODA Inpatient Services Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54305 Residential Services								
435601	State Aid-DHS Allocations	0.00	523,436.00	424,517.00	0.00	424,517.00	440,960.00	
466050	Collections	30,000.00	15,189.60	185,140.00	56,809.16	185,140.00	15,200.00	
	Total revenue without property tax:	**30,000.00**	**538,625.60**	**609,657.00**	**56,809.16**	**609,657.00**	**456,160.00**	
411100	General Property Taxes	0.00	22,881.00	22,881.00	22,881.00	22,881.00	22,881.00	
	Total revenue with property tax:	**30,000.00**	**561,506.60**	**632,538.00**	**79,690.16**	**632,538.00**	**479,041.00**	
521200	Contracted Services	948,898.00	706,849.22	632,538.00	367,791.96	375,034.00	479,041.00	
	Total expense:	**948,898.00**	**706,849.22**	**632,538.00**	**367,791.96**	**375,034.00**	**479,041.00**	
	Revenue - Expense:	**-918,898.00**	**-145,342.62**	**0.00**	**-288,101.80**	**257,504.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		22,881.00	
		Total 411100 General Property Taxes:	22,881.00
435601	**State Aid-DHS Allocations**		
		424,517.00	
	Department of Human Services - Room & Board substance abuse grant	16,443.00	
		Total 435601 State Aid-DHS Allocations:	440,960.00
466050	**Collections**		
	Consumer collections	15,200.00	
		Total 466050 Collections:	15,200.00
		Total revenue:	**479,041.00**
521200	**Contracted Services**		
	Expected usage	479,041.00	
		Total 521200 Contracted Services:	479,041.00
		Total expense:	**479,041.00**
		Total Account # 209-84-54305 Residential Services Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54306 Supportive Employment								
435601	State Aid-DHS Allocations	0.00	0.00	7,200.00	0.00	7,200.00	0.00	
	Total revenue without property tax:	**0.00**	**0.00**	**7,200.00**	**0.00**	**7,200.00**	**0.00**	
521200	Contracted Services	7,200.00	2,471.00	7,200.00	0.00	7,200.00	0.00	
	Total expense:	**7,200.00**	**2,471.00**	**7,200.00**	**0.00**	**7,200.00**	**0.00**	
	Revenue - Expense:	**-7,200.00**	**-2,471.00**	**0.00**	**0.00**	**0.00**	**0.00**	

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54307	**Community Service Program**							
435500	Medical Assistance Revenues	0.00	0.00	456,080.00	12,227.83	456,080.00	335,891.00	
435601	State Aid-DHS Allocations	0.00	111,575.94	27,037.00	32,059.00	34,000.00	235,327.00	
466070	Collections	502,711.00	215,524.97	0.00	0.00	0.00	0.00	
474600	Indirect Cost Allocation Rev	39,660.00	33,025.80	40,122.00	22,900.40	40,122.00	40,123.00	
	Total revenue without property tax:	**542,371.00**	**360,126.71**	**523,239.00**	**67,187.23**	**530,202.00**	**611,341.00**	
411100	General Property Taxes	0.00	432.00	432.00	432.00	432.00	58,368.00	
	Total revenue with property tax:	**542,371.00**	**360,558.71**	**523,671.00**	**67,619.23**	**530,634.00**	**669,709.00**	
511100	Salaries and Wages	201,561.00	188,332.23	227,069.00	91,930.35	227,069.00	273,238.00	
511200	Overtime	0.00	77.04	0.00	9.90	0.00	0.00	
515000	Fringe Benefits	37,582.00	33,382.94	42,149.00	16,635.84	42,149.00	50,647.00	
515400	Health Insurance Benefit	84,674.00	71,939.76	86,801.00	35,712.16	86,801.00	90,070.00	
521200	Contracted Services	142,032.00	167,741.91	96,700.00	47,153.19	96,700.00	183,000.00	
522300	Cell Phone Costs	2,880.00	1,397.97	1,300.00	480.20	1,300.00	1,500.00	
531000	Office Supplies	1,500.00	0.00	100.00	0.00	100.00	0.00	
531200	Copies/Printing	750.00	0.00	0.00	0.00	0.00	250.00	
531900	Sundry/Miscellaneous	600.00	10.87	300.00	0.00	300.00	300.00	
532400	Memberships & Dues	550.00	0.00	0.00	0.00	0.00	0.00	
532900	Subscriptions	200.00	0.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	3,000.00	879.54	1,000.00	918.86	1,000.00	2,500.00	
533500	Conventions & Meetings	300.00	353.89	750.00	78.97	750.00	750.00	
595200	AMSO Expenditure Transfer	27,514.00	26,030.73	27,379.00	10,810.22	27,379.00	27,331.00	
598000	Indirect Cost Allocation	39,660.00	33,025.80	40,123.00	22,900.40	40,123.00	40,123.00	
	Total expense:	**542,803.00**	**523,172.68**	**523,671.00**	**226,630.09**	**523,671.00**	**669,709.00**	
	Revenue - Expense:	**-432.00**	**-162,613.97**	**0.00**	**-159,010.86**	**6,963.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		58,368.00	
		Total 411100 General Property Taxes:	58,368.00
435500	**Medical Assistance Revenues**		
		335,891.00	
		Total 435500 Medical Assistance Revenues:	335,891.00
435601	**State Aid-DHS Allocations**		
	Department of Human Services - Community Mental Health grant	135,032.00	
	Mental Health block grant	27,037.00	
	Opiod funding - pending	73,258.00	
		Total 435601 State Aid-DHS Allocations:	235,327.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	40,123.00	
		Total 474600 Indirect Cost Allocation Rev:	40,123.00
		Total revenue:	**669,709.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	273,238.00	
		Total 511100 Salaries and Wages:	273,238.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	50,647.00	
		Total 515000 Fringe Benefits:	50,647.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	90,070.00	
		Total 515400 Health Insurance Benefit:	90,070.00
521200	**Contracted Services**		
	CSP vocational services	10,000.00	
	NW Counseling - CPS meds	30,000.00	
	Psychiatric services	55,000.00	
	CSP services - Milkweed contract	88,000.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 521200 Contracted Services:	183,000.00
522300	**Cell Phone Costs** Based on prior year actual	1,500.00	
		Total 522300 Cell Phone Costs:	1,500.00
531200	**Copies/Printing** Based on prior year actual	250.00	
		Total 531200 Copies/Printing:	250.00
531900	**Sundry/Miscellaneous** Based on prior year actual	300.00	
		Total 531900 Sundry/Miscellaneous:	300.00
533000	**Mileage/Travel** Based on prior year actual	2,500.00	
		Total 533000 Mileage/Travel:	2,500.00
533500	**Conventions & Meetings** Based on prior year actual	750.00	
		Total 533500 Conventions & Meetings:	750.00
595200	**AMSO Expenditure Transfer** AMSO expenses allocated based on FTE	27,331.00	
		Total 595200 AMSO Expenditure Transfer:	27,331.00
598000	**Indirect Cost Allocation** Based on Indirect Cost Plan	40,123.00	
		Total 598000 Indirect Cost Allocation:	40,123.00
		Total expense:	**669,709.00**
		Total Account # 209-84-54307 Community Service Program Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54308 Outpatient AODA Services								
435601	State Aid-DHS Allocations	0.00	53,615.00	54,915.00	32,953.00	54,915.00	54,915.00	
466080	Collections	120,500.00	61,785.75	65,476.00	27,860.82	65,476.00	0.00	
	Total revenue without property tax:	**120,500.00**	**115,400.75**	**120,391.00**	**60,813.82**	**120,391.00**	**54,915.00**	
521200	Contracted Services	120,500.00	111,254.06	120,391.00	1,439.97	120,391.00	54,915.00	
	Total expense:	**120,500.00**	**111,254.06**	**120,391.00**	**1,439.97**	**120,391.00**	**54,915.00**	
	Revenue - Expense:	**0.00**	**4,146.69**	**0.00**	**59,373.85**	**0.00**	**0.00**	

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435601	**State Aid-DHS Allocations**		
	Department of Human Services - AODA treatment grant	54,915.00	
	Total 435601 State Aid-DHS Allocations:		54,915.00
	Total revenue:		**54,915.00**
521200	**Contracted Services**		
	Substance abuse treatment services	35,915.00	
	Substance Abuse block grant prevention services	19,000.00	
	Total 521200 Contracted Services:		54,915.00
	Total expense:		**54,915.00**
	Total Account # 209-84-54308 Outpatient AODA Services Detail:		**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54309	**Adult Protective Services**							
435515	State Aid - ADRC & Aging	77,360.00	23,961.00	23,961.00	0.00	23,961.00	23,961.00	
435601	State Aid-DHS Allocations	0.00	61,479.00	104,609.00	12,116.00	104,609.00	105,609.00	
466090	APS Fees	9,213.00	0.00	1,000.00	250.00	1,000.00	0.00	
474600	Indirect Cost Allocation Rev	34,829.00	24,970.80	35,235.00	16,902.65	35,235.00	35,235.00	
	Total revenue without property tax:	**121,402.00**	**110,410.80**	**164,805.00**	**29,268.65**	**164,805.00**	**164,805.00**	
411100	General Property Taxes	0.00	121,050.00	121,050.00	121,050.00	121,050.00	147,649.00	
	Total revenue with property tax:	**121,402.00**	**231,460.80**	**285,855.00**	**150,318.65**	**285,855.00**	**312,454.00**	
511100	Salaries and Wages	166,849.00	178,304.85	146,916.00	65,342.03	146,916.00	169,678.00	
511200	Overtime	0.00	1.48	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	30,843.00	30,782.80	27,148.00	10,663.97	27,148.00	30,984.00	
515400	Health Insurance Benefit	51,761.00	65,152.41	50,375.00	23,190.94	50,375.00	50,375.00	
522300	Cell Phone Costs	1,440.00	1,497.07	1,439.00	480.20	1,438.00	1,500.00	
533000	Mileage/Travel	0.00	1,349.30	1,000.00	1,578.93	1,000.00	1,500.00	
533500	Conventions & Meetings	0.00	0.00	750.00	22.00	750.00	750.00	
595200	AMSO Expenditure Transfer	24,162.00	19,776.67	22,992.00	8,186.56	22,992.00	22,432.00	
598000	Indirect Cost Allocation	34,829.00	24,970.80	35,235.00	16,902.65	35,235.00	35,235.00	
	Total expense:	**309,884.00**	**321,835.38**	**285,855.00**	**126,367.28**	**285,854.00**	**312,454.00**	
	Revenue - Expense:	**-188,482.00**	**-90,374.58**	**0.00**	**23,951.37**	**1.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		147,649.00	
		Total 411100 General Property Taxes:	147,649.00
435515	**State Aid - ADRC & Aging**		
	Department of Aging Elder Abuse grant	23,961.00	
		Total 435515 State Aid - ADRC & Aging:	23,961.00
435601	**State Aid-DHS Allocations**		
		50,061.00	
	DHS Elder Abuse grant	55,548.00	
		Total 435601 State Aid-DHS Allocations:	105,609.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	35,235.00	
		Total 474600 Indirect Cost Allocation Rev:	35,235.00
		Total revenue:	**312,454.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	169,678.00	
		Total 511100 Salaries and Wages:	169,678.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	30,984.00	
		Total 515000 Fringe Benefits:	30,984.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	50,375.00	
		Total 515400 Health Insurance Benefit:	50,375.00
522300	**Cell Phone Costs**		
	Based on prior year actual	1,500.00	
		Total 522300 Cell Phone Costs:	1,500.00
000	**Mileage/Travel**		
	Based on prior year actual	1,500.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 533000 Mileage/Travel:	1,500.00
533500	**Conventions & Meetings**		
	FTE 3 @ $250/ea.	750.00	
		Total 533500 Conventions & Meetings:	750.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	22,432.00	
		Total 595200 AMSO Expenditure Transfer:	22,432.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	35,235.00	
		Total 598000 Indirect Cost Allocation:	35,235.00
		Total expense:	**312,454.00**
		Total Account # 209-84-54309 Adult Protective Services Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54310	**Community Recovery Services**							
435601	State Aid-DHS Allocations	0.00	115,916.25	43,525.00	-2,083.41	42,525.00	160,916.00	
466100	Collections	76,652.00	23,141.72	111,930.00	16,589.21	111,930.00	28,230.00	
474600	Indirect Cost Allocation Rev	3,820.00	4,027.56	3,865.00	1,635.75	3,865.00	4,028.00	
	Total revenue without property tax:	**80,472.00**	**143,085.53**	**159,320.00**	**16,141.55**	**158,320.00**	**193,174.00**	
411100	General Property Taxes	0.00	0.00	96,208.00	96,208.00	96,208.00	96,208.00	
	Total revenue with property tax:	**80,472.00**	**143,085.53**	**255,528.00**	**112,349.55**	**254,528.00**	**289,382.00**	
511100	Salaries and Wages	27,262.00	24,682.25	21,446.00	11,336.25	21,446.00	26,001.00	
511200	Overtime	0.00	27.23	0.00	9.90	0.00	0.00	
515000	Fringe Benefits	5,065.00	4,363.92	3,987.00	2,035.07	3,987.00	4,814.00	
515400	Health Insurance Benefit	11,675.00	9,789.89	8,698.00	4,616.59	8,698.00	7,196.00	
521200	Contracted Services	30,000.00	215,678.28	215,010.00	18,772.94	215,010.00	244,010.00	
595200	AMSO Expenditure Transfer	2,650.00	3,174.48	2,522.00	772.16	2,522.00	3,333.00	
598000	Indirect Cost Allocation	3,820.00	4,027.56	3,865.00	1,635.75	3,865.00	4,028.00	
	Total expense:	**80,472.00**	**261,743.61**	**255,528.00**	**39,178.66**	**255,528.00**	**289,382.00**	
	Revenue - Expense:	**0.00**	**-118,658.08**	**0.00**	**73,170.89**	**-1,000.00**	**0.00**	

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Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		96,208.00	
		Total 411100 General Property Taxes:	96,208.00
435601	**State Aid-DHS Allocations**		
	Medicaid billing	160,916.00	
		Total 435601 State Aid-DHS Allocations:	160,916.00
466100	**Collections**		
	Consumer collections	28,230.00	
		Total 466100 Collections:	28,230.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	4,028.00	
		Total 474600 Indirect Cost Allocation Rev:	4,028.00
		Total revenue:	**289,382.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	26,001.00	
		Total 511100 Salaries and Wages:	26,001.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	4,814.00	
		Total 515000 Fringe Benefits:	4,814.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	7,196.00	
		Total 515400 Health Insurance Benefit:	7,196.00
521200	**Contracted Services**		
	Brotoloc - CRS services	215,010.00	
	Adult family home room & board	29,000.00	
		Total 521200 Contracted Services:	244,010.00
200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	3,333.00	

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Account Number	Description	Amount	Total
PRELIMINARY			
		Total 595200 AMSO Expenditure Transfer:	3,333.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	4,028.00	
		Total 598000 Indirect Cost Allocation:	4,028.00
		Total expense:	**289,382.00**
		Total Account # 209-84-54310 Community Recovery Services Detail:	**0.00**

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Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54312	**Adult Comprehensive Comm Serv**							
474600	Indirect Cost Allocation Rev	0.00	130,777.08	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**0.00**	**130,777.08**	**0.00**	**0.00**	**0.00**	**0.00**	
511100	Salaries and Wages	0.00	40.52	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	0.00	11.26	0.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	0.00	48.97	0.00	0.00	0.00	0.00	
521200	Contracted Services	0.00	45,251.95	0.00	17,239.00	0.00	0.00	
521202	Lead Agency Admin	0.00	35.12	0.00	3.91	0.00	0.00	
533000	Mileage/Travel	0.00	45.16	0.00	0.00	0.00	0.00	
	Total expense:	**0.00**	**45,432.98**	**0.00**	**17,242.91**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**85,344.10**	**0.00**	**-17,242.91**	**0.00**	**0.00**	

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Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54314	**AODA Treatment Services**							
435601	State Aid-DHS Allocations	0.00	0.00	5,000.00	0.00	5,000.00	22,433.00	
466140	Collections	15,000.00	0.00	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**15,000.00**	**0.00**	**5,000.00**	**0.00**	**5,000.00**	**22,433.00**	
521200	Contracted Services	17,657.00	9,211.00	5,000.00	7,777.00	5,000.00	22,433.00	
	Total expense:	**17,657.00**	**9,211.00**	**5,000.00**	**7,777.00**	**5,000.00**	**22,433.00**	
	Revenue - Expense:	**-2,657.00**	**-9,211.00**	**0.00**	**-7,777.00**	**0.00**	**0.00**	

Submitted by: _____ _____

Department/Division Head | Date

435601	**State Aid-DHS Allocations**		
	Opioid settlement grant	16,433.00	
	AODA block grant	6,000.00	
	Total 435601 State Aid-DHS Allocations:		22,433.00
	Total revenue:		**22,433.00**
521200	**Contracted Services**		
	Room & board - substance abuse treatment	16,433.00	
	Detox services	6,000.00	
	Total 521200 Contracted Services:		22,433.00
	Total expense:		**22,433.00**
	Total Account # 209-84-54314 AODA Treatment Services Detail:		**0.00**

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54315	**AODA Residential Service**							
435601	State Aid-DHS Allocations	0.00	27,544.00	45,753.00	840.00	45,753.00	44,009.00	
466150	Collections	8,673.00	0.00	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**8,673.00**	**27,544.00**	**45,753.00**	**840.00**	**45,753.00**	**44,009.00**	
521200	Contracted Services	18,000.00	15,900.00	45,753.00	9,275.00	45,753.00	44,009.00	
	Total expense:	**18,000.00**	**15,900.00**	**45,753.00**	**9,275.00**	**45,753.00**	**44,009.00**	
	Revenue - Expense:	**-9,327.00**	**11,644.00**	**0.00**	**-8,435.00**	**0.00**	**0.00**	

Submitted by:

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435601 **State Aid-DHS Allocations**

AODA Women's treatment	17,341.00	
Department of Human Services Basic Allocation	9,327.00	
AODA Block Grant	17,341.00	
Total 435601 State Aid-DHS Allocations:		44,009.00
Total revenue:		**44,009.00**

521200 **Contracted Services**

AODA residential services	28,109.00	
Recovery house - half of monthly rent $1,325/mo. x 12	15,900.00	
Total 521200 Contracted Services:		44,009.00
Total expense:		**44,009.00**
Total Account # 209-84-54315 AODA Residential Service Detail:		**0.00**

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54530 Chapt 51/Crisis For Children								
435601	State Aid-DHS Allocations	0.00	0.00	384,528.00	11,253.00	384,528.00	234,528.00	
474600	Indirect Cost Allocation Rev	4,438.00	4,829.60	4,490.00	1,635.75	4,490.00	4,830.00	
	Total revenue without property tax:	**4,438.00**	**4,829.60**	**389,018.00**	**12,888.75**	**389,018.00**	**239,358.00**	
411100	General Property Taxes	0.00	96,208.00	0.00	0.00	0.00	96,208.00	
	Total revenue with property tax:	**4,438.00**	**101,037.60**	**389,018.00**	**12,888.75**	**389,018.00**	**335,566.00**	
511100	Salaries and Wages	38,878.00	34,846.53	28,044.00	14,302.86	28,044.00	13,460.00	
511200	Overtime	0.00	63.37	0.00	19.79	25.00	0.00	
515000	Fringe Benefits	7,213.00	6,186.56	5,203.00	2,555.97	5,203.00	2,487.00	
515400	Health Insurance Benefit	13,214.00	10,791.76	8,585.00	4,351.01	8,585.00	5,397.00	
521200	Contracted Services	185,227.00	251,924.88	339,729.00	-1,886.77	339,729.00	305,392.00	
533500	Conventions & Meetings	1,349.00	0.00	0.00	0.00	0.00	0.00	
595200	AMSO Expenditure Transfer	3,079.00	3,809.37	2,967.00	772.16	2,967.00	4,000.00	
598000	Indirect Cost Allocation	4,438.00	4,829.60	4,490.00	1,635.75	4,490.00	4,830.00	
	Total expense:	**253,398.00**	**312,452.07**	**389,018.00**	**21,750.77**	**389,043.00**	**335,566.00**	
	Revenue - Expense:	**-248,960.00**	**-211,414.47**	**0.00**	**-8,862.02**	**-25.00**	**0.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
		96,208.00	
		Total 411100 General Property Taxes:	96,208.00
435601	**State Aid-DHS Allocations**		
	Department of Human Services Basic Allocation	200,454.00	
		34,074.00	
		Total 435601 State Aid-DHS Allocations:	234,528.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	4,830.00	
		Total 474600 Indirect Cost Allocation Rev:	4,830.00
		Total revenue:	**335,566.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	13,460.00	
		Total 511100 Salaries and Wages:	13,460.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	2,487.00	
		Total 515000 Fringe Benefits:	2,487.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	5,397.00	
		Total 515400 Health Insurance Benefit:	5,397.00
521200	**Contracted Services**		
	Crisis services - NW Crisis	65,000.00	
	Winnebago - children	240,392.00	
		Total 521200 Contracted Services:	305,392.00
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	4,000.00	
		Total 595200 AMSO Expenditure Transfer:	4,000.00
000	**Indirect Cost Allocation**		

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
	Based on Indirect Cost Plan	4,830.00	
		Total 598000 Indirect Cost Allocation:	4,830.00
		Total expense:	**335,566.00**
		Total Account # 209-84-54530 Chapt 51/Crisis For Children Detail:	**0.00**

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54535 Coordinated Service Teams								
435601	State Aid-DHS Allocations	0.00	26,011.00	0.00	0.00	0.00	180,000.00	
466570	Collections	180,000.00	0.00	180,000.00	0.00	180,000.00	0.00	
	Total revenue without property tax:	**180,000.00**	**26,011.00**	**180,000.00**	**0.00**	**180,000.00**	**180,000.00**	
521200	Contracted Services	180,000.00	112,591.38	180,000.00	45,797.41	180,000.00	180,000.00	
	Total expense:	**180,000.00**	**112,591.38**	**180,000.00**	**45,797.41**	**180,000.00**	**180,000.00**	
	Revenue - Expense:	**0.00**	**-86,580.38**	**0.00**	**-45,797.41**	**0.00**	**0.00**	

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435601	**State Aid-DHS Allocations**		
	Grant amount	180,000.00	
	Total 435601 State Aid-DHS Allocations:		180,000.00
	Total revenue:		**180,000.00**
521200	**Contracted Services**		
	Coordinated Service Team expenses	180,000.00	
	Total 521200 Contracted Services:		180,000.00
	Total expense:		**180,000.00**
	Total Account # 209-84-54535 Coordinated Service Teams Detail:		**0.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-84-54539 Children Comprehensive Com Ser								
474600	Indirect Cost Allocation Rev	0.00	84,070.92	0.00	0.00	0.00	0.00	
	Total revenue without property tax:	**0.00**	**84,070.92**	**0.00**	**0.00**	**0.00**	**0.00**	
511100	Salaries and Wages	0.00	40.51	0.00	0.00	0.00	0.00	
515000	Fringe Benefits	0.00	7.31	0.00	0.00	0.00	0.00	
515400	Health Insurance Benefit	0.00	48.96	0.00	0.00	0.00	0.00	
521200	Contracted Services	0.00	0.00	0.00	626.22	0.00	0.00	
	Total expense:	**0.00**	**96.78**	**0.00**	**626.22**	**0.00**	**0.00**	
	Revenue - Expense:	**0.00**	**83,974.14**	**0.00**	**-626.22**	**0.00**	**0.00**	

Submitted by:

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Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-85-54312	**Adult Comprehensive Comm Serv**							
435500	Medical Assistance Revenues	13,585,958.00	20,110,193.09	19,727,927.00	6,160,320.33	19,727,927.00	24,374,737.00	
474600	Indirect Cost Allocation Rev	118,226.00	0.00	118,224.00	44,688.46	118,224.00	130,512.00	
	Total revenue without property tax:	**13,704,184.00**	**20,110,193.09**	**19,846,151.00**	**6,205,008.79**	**19,846,151.00**	**24,505,249.00**	
511100	Salaries and Wages	879,987.00	888,646.57	1,128,720.00	475,419.23	1,128,720.00	1,052,105.00	
511200	Overtime	0.00	595.53	0.00	96.92	150.00	0.00	
515000	Fringe Benefits	162,948.00	156,502.37	209,397.00	85,418.69	209,397.00	188,215.00	
515400	Health Insurance Benefit	328,006.00	311,722.29	397,629.00	149,299.09	397,629.00	316,628.00	
521200	Contracted Services	4,873,894.00	6,678,729.57	6,420,573.00	2,401,981.13	6,420,573.00	8,149,722.00	
521202	Lead Agency Admin	550,000.00	5,305.63	739,400.00	11,959.93	739,400.00	1,285,180.00	
522300	Cell Phone Costs	9,360.00	13,709.96	9,900.00	5,808.10	9,900.00	10,000.00	
531000	Office Supplies	340.00	192.95	0.00	32.42	60.00	0.00	
531100	Postage	0.00	119.17	2,000.00	56.33	2,000.00	2,000.00	
531200	Copies/Printing	0.00	96.30	1,700.00	0.00	1,700.00	1,700.00	
531400	Equipment < $5,000	7,900.00	4,746.55	13,000.00	7,136.13	13,000.00	13,000.00	
531500	Maintenance/Service Agreements	0.00	1,026.54	0.00	0.00	0.00	0.00	
531900	Sundry/Miscellaneous	0.00	20.00	0.00	0.00	0.00	0.00	
533000	Mileage/Travel	2,000.00	5,162.21	2,000.00	5,061.70	2,000.00	5,000.00	
533500	Conventions & Meetings	4,000.00	9,676.53	5,500.00	4,081.33	5,500.00	5,500.00	
595200	AMSO Expenditure Transfer	86,984.00	88,885.42	82,772.00	39,894.84	82,772.00	111,699.00	
598000	Indirect Cost Allocation	118,226.00	130,777.08	118,224.00	44,688.46	118,224.00	130,512.00	
	Total expense:	**7,023,645.00**	**8,295,914.67**	**9,130,815.00**	**3,230,934.30**	**9,131,025.00**	**11,271,261.00**	
	Revenue - Expense:	**6,680,539.00**	**11,814,278.42**	**10,715,336.00**	**2,974,074.49**	**10,715,126.00**	**13,233,988.00**	

Submitted by:

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
435500	**Medical Assistance Revenues**		
	Medicaid Billing	24,374,737.00	
		Total 435500 Medical Assistance Revenues:	24,374,737.00
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	118,244.00	
	Automatic Adjustment	12,268.00	
		Total 474600 Indirect Cost Allocation Rev:	130,512.00
		Total revenue:	**24,505,249.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	1,052,105.00	
		Total 511100 Salaries and Wages:	1,052,105.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	188,215.00	
		Total 515000 Fringe Benefits:	188,215.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	316,628.00	
		Total 515400 Health Insurance Benefit:	316,628.00
521200	**Contracted Services**		
	New Position - Accountant	81,119.00	
	Service Planning	286,647.00	
	Wellness Management	638,225.00	
	Medication Management	526,940.00	
	Diagnostic Evaluation	26,709.00	
	New Positions - 2 Comprehensive Community Services Social Workers	199,092.00	
	Peer Support	369,937.00	
	Individual and Family Psychoeducation	1,006,998.00	
	Substance Abuse Treatment	149,580.00	
	Employment Related Skill Training	219,042.00	
	Physical Health Monitoring	91,712.00	
	New Positions - 2 Account Assistants	155,617.00	
	Individual Skill Development	2,005,523.00	
	Travel	1,622,371.00	
	Psychotherapy	620,791.00	

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
	New Position - Administrative Assistant III - RWC Lead County	70,992.00	
	New Position - RWC Contract Management and Relations Coordinator	78,427.00	
		Total 521200 Contracted Services:	8,149,722.00
521202	**Lead Agency Admin**		
	NetSmart Convention	8,000.00	
	White Pines Wraparound Training and Consulting Hours	20,000.00	
	SharePoint Technical Support (Heartland)	2,000.00	
	Unity Event/Conference/Trainings - Supplies	2,000.00	
	Joxel Web Services Programming Solution	120,000.00	
	Unity Event/Conference/Trainings - Food	8,000.00	
	Unity Event/Conference/Trainings - Speakers	4,000.00	
	Unity Event/Conference/Trainings - Venue	4,000.00	
	Subscriptions (Zoom, Teams, JotForms, Survey Monkey)	6,900.00	
	NetSmart Fees (Includes 10k for Provider Connect)	170,000.00	
	Aurora QA Staff (8 positions)	865,280.00	
	Public Health SPOE	75,000.00	
		Total 521202 Lead Agency Admin:	1,285,180.00
522300	**Cell Phone Costs**		
	Cell Phone Costs	10,000.00	
		Total 522300 Cell Phone Costs:	10,000.00
531100	**Postage**		
	Postage	2,000.00	
		Total 531100 Postage:	2,000.00
531200	**Copies/Printing**		
	Copies/Printing	1,700.00	
		Total 531200 Copies/Printing:	1,700.00
531400	**Equipment < $5,000**		
	Unplanned Replacemenst	13,000.00	
		Total 531400 Equipment < $5,000:	13,000.00
)00	**Mileage/Travel**		
	Based on prior year actual	5,000.00	

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 533000 Mileage/Travel:	5,000.00
533500	**Conventions & Meetings** Based on prior year actual	5,500.00	
		Total 533500 Conventions & Meetings:	5,500.00
595200	**AMSO Expenditure Transfer** AMSO expenses allocated based on FTE	111,699.00	
		Total 595200 AMSO Expenditure Transfer:	111,699.00
598000	**Indirect Cost Allocation** Based on Indirect Cost Plan	130,512.00	
		Total 598000 Indirect Cost Allocation:	130,512.00
		Total expense:	**11,271,261.00**
		Total Account # 209-85-54312 Adult Comprehensive Comm Serv Detail:	**13,233,988.00**

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
Account # 209-85-54539 Children Comprehensive Com Ser								
474600	Indirect Cost Allocation Rev	65,258.00	0.00	65,256.00	46,011.54	65,256.00	65,256.00	
	Total revenue without property tax:	**65,258.00**	**0.00**	**65,256.00**	**46,011.54**	**65,256.00**	**65,256.00**	
511100	Salaries and Wages	668,932.00	519,490.04	732,494.00	320,573.35	732,494.00	1,036,554.00	
511200	Overtime	0.00	438.15	0.00	96.92	200.00	0.00	
515000	Fringe Benefits	123,962.00	92,042.37	135,624.00	56,644.33	135,624.00	191,647.00	
515400	Health Insurance Benefit	234,308.00	157,828.41	248,098.00	98,744.01	248,098.00	286,817.00	
521200	Contracted Services	5,575,452.00	10,898,087.05	9,550,932.00	4,039,148.37	9,550,932.00	11,668,282.00	
533000	Mileage/Travel	0.00	4,954.18	2,500.00	2,542.91	2,500.00	5,000.00	
533500	Conventions & Meetings	0.00	226.69	0.00	145.75	80.00	0.00	
595200	AMSO Expenditure Transfer	48,013.00	57,140.61	45,688.00	33,717.58	45,688.00	45,688.00	
598000	Indirect Cost Allocation	65,258.00	84,070.92	65,256.00	46,011.54	65,256.00	65,256.00	
	Total expense:	**6,715,925.00**	**11,814,278.42**	**10,780,592.00**	**4,597,624.76**	**10,780,872.00**	**13,299,244.00**	
	Revenue - Expense:	**-6,650,667.00**	**-11,814,278.42**	**-10,715,336.00**	**-4,551,613.22**	**-10,715,616.00**	**-13,233,988.00**	

Submitted by:

Department/Division Head

Date

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
474600	**Indirect Cost Allocation Rev**		
	Based on Indirect Cost Plan	65,256.00	
		Total 474600 Indirect Cost Allocation Rev:	65,256.00
		Total revenue:	**65,256.00**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	1,036,554.00	
		Total 511100 Salaries and Wages:	1,036,554.00
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	191,647.00	
		Total 515000 Fringe Benefits:	191,647.00
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	286,817.00	
		Total 515400 Health Insurance Benefit:	286,817.00
521200	**Contracted Services**		
	Medication Management	101,203.00	
	Wellness Management	322,005.00	
	Employment Related Skill Training	90,805.00	
	Peer Support	23,809.00	
	Service Planning	389,350.00	
	Diagnostic Evaluation	102,534.00	
	New Positions - 4 Comprehensive Community Services Social Workers	398,183.00	
	Individual and Family Psychoeducation	2,253,402.00	
	Substance Abuse Treatment	2,585.00	
	Individual Skill Development	4,287,177.00	
	Psychotherapy	869,792.00	
	Travel	2,827,437.00	
		Total 521200 Contracted Services:	11,668,282.00
533000	**Mileage/Travel**		
	Based on prior year actual	5,000.00	
		Total 533000 Mileage/Travel:	5,000.00
200	**AMSO Expenditure Transfer**		

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Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	Amount	Total
PRELIMINARY			
	AMSO expenses allocated based on FTE	45,688.00	
		Total 595200 AMSO Expenditure Transfer:	45,688.00
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	65,256.00	
		Total 598000 Indirect Cost Allocation:	65,256.00
		Total expense:	**13,299,244.00**
		Total Account # 209-85-54539 Children Comprehensive Com Ser Detail:	**-13,233,988.00**

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

Account Number	Description	2022 Budget	2022 Actual	2023 Budget	06/30/23 Actual	2023 Est. Actual	2024 Request	
PRELIMINARY								
	Grand total revenue without property tax:	24,174,031.00	32,333,795.92	30,948,852.00	8,774,042.15	31,347,285.00	35,844,314.00	
	Grand total property tax:	2,575,683.00	2,575,683.00	2,615,683.00	2,615,683.00	2,615,683.00	2,990,683.00	
	Grand total revenue with property tax:	26,749,714.00	34,909,478.92	33,564,535.00	11,389,725.15	33,962,968.00	38,834,997.00	
	Grand total expense:	26,749,714.00	34,905,734.68	33,564,535.00	14,046,702.15	34,218,706.00	38,834,997.00	
	Grand total revenue - expense:	0.00	3,744.24	0.00	-2,656,977.00	-255,738.00	0.00	

Attachment: 2024 Budget Summary Justification Jul 6 (7829 : Human Services 2024 Budget - Paul Brenner/Tim Easker)

STATEMENT OF EXPLANATION
HUMAN SERVICES BIRTH TO THREE PROGRAM SUCCESS STORY - ALLISON OLIPHANT

Division staff will briefly share a family or individual's success story achieved through a DHS division program/service. The following month, a deeper dive of that program/service will be presented to provide greater insight and depth to our services, and also get to know our staff and what they do. This month, Lead Worker Allison Oliphant will share a success story of a family enrolled in the Birth to Three program.

CHIPPEWA COUNTY
Human Services

Birth to Three Success Story

Our first interaction with Birth to Three happened when our daughter was born in 2019. We had no idea that she had Down Syndrome and a heart defect until after she was born. She was enrolled in Birth to Three before we even left the NICU, which turned out to be a huge blessing for many reasons.

Our son was born in 2020 and he began working with Birth to Three around 8 months old. He was ultimately diagnosed with Autism around 22 months. As parents, it was overwhelming when our daughter was born, but it was truly heartbreaking to realize our son was also experiencing issues with his development. We felt lost and hopeless, desperately just wanting to have a healthy and rewarding relationship with our children. We wanted to feel that we were providing the best for them, but also quickly realized we did not have the skills to help them without getting help for ourselves.

Birth to Three turned out to be the major way we got that help in our lives. The team that we worked with taught us how to change our parenting techniques to accommodate our children's needs to help them succeed. It gave us skills and an ability to "think outside the box," with both play and discipline. I can't even count the number of times we have had a concern about one of the kids that our team has helped us address with understanding, empathy, and knowledge that we would have not gotten from anywhere else.

What was most astonishing for me though is how much Birth to Three helped me as a parent. Their concern is not just the child, it is the family as a whole. They make sure the parents feel prepared to handle the unique challenges that come with having special needs children, and address areas where a parent might not feel as confident. They are not just a cheerleader for our children, but for us parents. And during some of my hardest days, that encouragement from our therapist has been what has gotten me through and encourages me to try one more time. When something good happens to our children or I succeed with a skill as a parent, I immediately think "I have to share this with our team!"

To say I will feel the void of not having Birth to Three in our family's life when my son turns 3 this year is an understatement. The value of this program in my life cannot be stressed enough, and I will always credit the confidence I have gained with it comes to parenting my two amazing children to the dedication, caring and encouragement that I received from our team. Thank you for letting us share our story!

Attachment: 6.1 Birth to Three Testimonial (7835 : Human Services Birth to Three Program Success Story - Allison Oliphant)

STATEMENT OF EXPLANATION
PUBLIC HEALTH POLICY PRACTICE PEOPLE – PLANNING AND STRATEGY
DIVISION – NIKKI HOERNKE

Since 1993, Wisconsin State Statutes have required communities throughout Wisconsin to develop and implement local health plans to address health conditions affecting their residents. This process has been referred to as the "Community Health Improvement Process," named partly due to the resulting health status changes in a community and the people who live there.

Local health departments are required by Wis. Stat. ch. 251.05 <http://docs.legis.wisconsin.gov/statutes/statutes/251/05> to:

1. Regularly and systematically collect, assemble, analyze, and make available information on the health of the community, including statistics on health status, community health needs, and epidemiological and other studies of health problems.
2. Develop public health policies and procedures for the community.
3. Involve key policymakers and the general public in determining and developing a community health improvement plan that includes actions to implement the services and functions specified under Wis Stat. § 250. <https://docs.legis.wisconsin.gov/statutes/statutes/250>
4. Submit data, as requested, to the local public health data system established by the department.

Nikki Hoernke, Planning and Strategy Division Manager, will provide a background on community health assessments and the local process a Chippewa Valley regional team is using to complete a 2023 Chippewa County CHA.

Additional requirements in community health assessments and planning are found in Wis. Admin. Code ch. DHS 140.04. <http://docs.legis.wisconsin.gov/code/admin_code/dhs/110/140/04>

POLICY, PRACTICE, AND PEOPLE
COMMUNITY HEALTH ASSESSMENT

CHIPPEWA COUNTY
Public Health
Prevent. Promote. Protect.



WHAT IS A CHA?

A community health assessment (CHA), also known as a community health needs assessment (CHNA), refers to an assessment that identifies key health needs and issues through systematic, comprehensive data collection and analysis.

When conducting local health evaluations, organizations must gather information from various sectors of the community, summarize the input received, and describe the community resources that may be available to help address the health needs identified.

LOCAL PROCESS

State statute requires health departments to complete a CHA every 5 years, and as part of their tax-exempt status, non-profit hospitals are required to conduct a CHNA every 3 years.

The Chippewa Valley region conducts a CHA/CHNA every three years collaboratively with health departments, local hospitals, and community organizations to optimize the coordination and use of resources while reducing duplicative efforts.

CALL TO ACTION

SHARE THE SURVEY

Encourage residents to complete the CHA survey. The more voices we hear, the better we can understand the diverse health needs within our community and ensure inclusive representation of the population's experiences and challenges.

COLLABORATE

Reach out to local organizations, civic groups, and businesses. Encourage them to distribute the survey among their networks. By fostering partnerships, we can maximize participation and generate a robust dataset that accurately reflects the health needs of our community.

STAY INFORMED

Familiarize yourself with the CHA findings. By understanding the health challenges our community faces, you can actively support evidence-based interventions, policies, and programs that addres the identified needs. Let's work together to ensure the CHA findings translate into mea

Attachment: 2023.07.20 Policy Practice and People CHA (7817 : Public Health Policy Practice People – Planning and Strategy Division – Nikki

STATEMENT OF EXPLANATION
PUBLIC HEALTH 2023-2026 STRATEGIC PLAN UPDATE - NIKKI HOERNKE

Planning and Strategy Division Manager Nikki Hoernke will present the 2023-2026 Strategic Plan updates.

Operational Plan Report

CCDPH | 2023-2026 - 2023-2026 Strategic Plan

[7/10/2023]

2023-2026 Vision: *Healthiest county to live, learn, work, and play*
2023-2026 Mission: *Prevent, promote, protect*
2023-2026 Values:

P *Partnership*
R *Respect*
I *Innovation*
D *Dedication*
E *Equity*

Group: -- 2023-2026 | -- 2023-2026 Strategic Plan

Service Communication 1:

Goal 1.1: Provide information on public health issues and public health functions through multiple methods to a variety of audiences while cultivating a positive relationship between CCDPI and the community

Objective 1.1.1: Develop a comprehensive outreach strategy by December 31, 2023

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	1.1.1.1		[Project] Develop standard definition of outreach	definition on file [between 1/1/2023 and 1/31/2023]	1 Co e
	1.1.1.2		[Project] Organize and inventory outreach and marketing materials (e.g., table cloth, banners, swag, livestream equipment, brochures)	Inventory of outreach and marketing materials on file [between 1/1/2023 and 3/31/2023]	Co e
	1.1.1.3		[Project] Partner with local universities to revise and/or develop communication materials on what public health is, what the health department does, and why it matters	[between 1/1/2023 and 7/31/2023]	1 Co e
	1.1.1.4		[Project] Develop a social media communication plan that incorporates health observances	[between 12/1/2022 and 7/31/2023]	Co e
	1.1.1.6		[Project] Develop an evaluation plan for outreach efforts	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.1.7		[Project] Collaborate with Health Equity to ensure outreach is equitable, and culturally appropriate	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.1.8		[Project] Develop and implement an outreach calendar	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.1.9		[Project] Finalize outreach procedure	[between 1/1/2023 and 12/31/2023]	Co e

Objective 1.1.2: Develop a procedure for non-emergency communications by December 31, 2023

Objective % Done: **0** % Activities Sum: **0**

Status	Number	Activity Team	Activity	Performance Metric	St
	1.1.2.1		[Project] Audit current procedures and plans related to non-emergency communication	List of current procedures and plans related to non-emergency communication on file [between 1/1/2023 and 12/31/2025]	Co e
	1.1.2.2	[L] Hoernke, Nikki	[Project] Research procedures and plans from other Local Health Departments	Procedures and plans from other LHDs saved on Q drive and reviewed [between 1/1/2023 and 12/31/2023]	Co e
	1.1.2.3		[Project] Include the process for ensuring information is accurate and timely	Process on file [between 1/1/2023 and 12/31/2025]	Co e
	1.1.2.4		[Project] Research ways to tailor communications to different audiences	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.2.5		[Project] Collaborate with Health Equity to review procedure with a health equity lens	[between 1/1/2023 and 12/31/2025]	% Complete
	1.1.2.6		[Project] Develop procedure	[between 1/1/2023 and 12/31/2025]	e

Attachment: 2023.07 Bi-Annual CCDPH Strategic Plan VMSG Report (7819 : Public Health 2023-2026 Strategic Plan Update - Nikki Hoernke)

	1.1.2.7		[Project] Implement procedure	[between 1/1/2023 and 12/31/2025]	% Complete

Objective 1.1.3: Review the department-wide brand strategy by December 31, 2024

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	1.1.3.1		[Project] Research marketing and/or graphic design consultant(s)	Marketing and/or graphic design consultants list developed [between 1/1/2023 and 12/31/2025]	1 Co e
	1.1.3.2		[Project] Update the existing logo and/or develop a horizontal logo	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.3.3		[Project] Create a brand style guide that expands on visual guidelines in the communication plan (e.g., tone of voice, typography, logos, writing style)	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.3.4		[Project] Present branding recommendations to CCDPH Leadership	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.3.5		[Project] Update communication templates to fit with the brand style guide (e.g., press release, PowerPoint, letterhead, email signature)	[between 1/1/2023 and 12/31/2025]	Co e

Objective 1.1.4: Complete a QI project on CCDPH`s website by December 31, 2025

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	1.1.4.1		[Project] Review current website analytics	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.4.2		[Project] Conduct a focus group	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.4.3		[Project] Present findings and recommendations for updated website design to CCDPH Leadership	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.4.4		[Project] Update CCDPH website	[between 1/1/2023 and 12/31/2025]	Co e
	1.1.4.5		[Project] Review procedure to ensure website remains up-to-date	[between 1/1/2023 and 12/31/2025]	Co e

Goal 1.2: Improve internal communication to increase efficiencies and support a positive workplace culture

Objective 1.2.1: By December 31, 2024, update the communication plan to include best practices around internal communication (e.g., preferred methods of communication, guidelines for emails

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	1.2.1.1		[Project] Research best practices around internal communication	[between 1/1/2023 and 12/31/2025]	Co e
	1.2.1.2		[Project] Update communication plan to include best practices	[between 1/1/2023 and 12/31/2025]	Co e
	1.2.1.3		[Project] Educate staff on best practices	[between 1/1/2023 and 12/31/2025]	Co e
	1.2.1.4		[Project] Incorporate education on internal communication best practices into new staff orientation	[between 1/1/2023 and 12/31/2025]	Co e

Objective 1.2.2: Review the communication plan annually, and update as needed

Objective % Done: **0** % Activities Sum: **0**

Status	Number	Activity Team	Activity	Performance Metric	St
	1.2.2.1		[QA] Review communication plan annually	measured Annually Green >= 1 Yellow >0 and < 1 Red <= 0	S 11/1(to (2

Service Health Equity 2:

Goal 2.1: Promote a culture of Health Equity throughout the County of Chippewa

Objective 2.1.1: By December 31, 2023, develop a CCDPH Health Equity Plan

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	S
	2.1.1.1		[QA] Review annually, and update as needed.	measured Quarterly Green >= Yellow > and < Red <=	

Objective 2.1.2: By December 31, 2023, build capacity on the health equity team by recruiting at lea partner

Attachment: 2023.07 Bi-Annual CCDPH Strategic Plan VMSG Report (7819 : Public Health 2023-2026 Strategic Plan Update - Nikki Hoernke)

Objective % Done: **0** % Activities Sum:

Objective 2.1.3: By December 31, 2025, collaborate with Communication team to increase capacity to comm individuals who may experience barriers to receiving information

6.3.a

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	2.1.3.1	[L] Bertrand, Savannah Isaacson, Allie	[Project] Create an inclusive voicemail system offering various language options (e.g. Spanish and Hmong) to increase access to care.	Department-wide inclusive voicemail system live [between 1/1/2023 and 6/5/2023]	Co e
	2.1.3.2		[Project] Develop a list of staff or contractors who provide interpretation, translation, or specific communication services.	Comprehensive list of interpretation and translation services available. [between 1/1/2023 and 7/31/2023]	Co e
	2.1.3.3		[Project] Develop a workflow to guide staff in utilizing best practices to assist individuals whose primary language is different than the staff members.	[between 1/1/2023 and 12/31/2023]	Co e
	2.1.3.4		[Project] Assess available technology devices and resources.	Resource list created with available technology, where to get it, who to contact, and cost (if any) [between 1/1/2023 and 12/31/2025]	Co e
	2.1.3.5		[Project] Brainstorm creative ways to get information in the hands of all individuals within the community.	[between 1/1/2023 and 12/31/2025]	Co e
	2.1.3.6		[Project] Coordinate interactive staff training to increase knowledge and proficiency in communicating with individuals who may experience barriers.	[between 1/1/2023 and 12/31/2025]	Co e

Objective 2.1.4: By December 31, 2025, collaborate with Workforce Development and Engagement team to evaluate recruitment and hiring practices to include health equity

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	2.1.4.1		[Project] Incorporate health equity training into the orientation process	[between 1/1/2023 and 12/31/2025]	Co e
	2.1.4.2		[Project] Research training opportunities and ensure ongoing professional development in health equity	[between 1/1/2023 and 12/31/2025]	Co e

Objective 2.1.5: By December 31, 2025, increase awareness within CCDPH about health equity

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	2.1.5.1		[Project] Conduct the BARHII assessment every two years	[between 1/1/2023 and 12/31/2025]	Co e
	2.1.5.2		[Project] Discover and share stories that highlight health equity through the use of the CCDPH story-sharing template	[between 1/1/2023 and 12/31/2025]	Co e
	2.1.5.3		[Project] Create guidelines of best practices for hosting an equitable meeting	[between 1/1/2023 and 12/31/2025]	Co e
	2.1.5.4		[Project] Review department plans and meeting guidelines through a health equity lens and provide recommendations	[between 1/1/2023 and 12/31/2025]	Co e

Objective 2.1.6: Ongoing engagement with the public health system and the community in promoting health through collaborative processes

Objective % Done: **0** % Activities Sum:

Service PM/QI Team 3:

Goal 3.1: By the end of 2022, finalize 2023-2026 plan

Objective 3.1.1: Review and update existing plan

Objective % Done: **0** % Activities Sum: **0**

Status	Number	Activity Team	Activity	Performance Metric	St
	3.1.1.1		[Project] Complete team transition form by June 30, 2022	[between 4/1/2022 and 6/30/2022]	1 Co e
	3.1.1.2		[Project] Draft priority area team goals, objectives, and activities during team meetings and have them ready to discuss during the strategic plan leads meeting	[between 7/1/2022 and 7/20/2022]	1 Co e
	3.1.1.3		[Project] Complete the final draft of goals, objectives, and activities	[between 7/20/2022 and 8/17/2022]	1 Co e
	3.1.1.4		[Project] Review Procedure on Plans	[between 8/17/2022 and 11/21/2022]	Co e
	3.1.1.5		[Project] Review team plan (or develop for Health Equity)	[between 9/21/2022 and 10/19/2022]	Complete

Goal 3.2: By the December 31, 2026, build and foster a culture of quality improvement among PH staff across projects and activities

Attachment: 2023.07 Bi-Annual CCDPH Strategic Plan VMSG Report (7819 : Public Health 2023-2026 Strategic Plan Update - Nikki Hoernke)

Objective 3.2.1: By December 31, 2022, identify at least one staff in each division who will demonstrates mastery of VMSG for reporting and tracking

Lead: Kelm, Kristen

6.3.a

Objective % Done: **100** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	Status
	3.2.1.1	[L] Kelm, Kristen	[Project] Obtain the list of VMSG masters in each division	Done: Final list obtained [between 1/1/2023 and 1/31/2023]	1 Co e

Objective 3.2.2: By December 31, 2022, provide 4 trainings on VSMG to PH staff with emphasis on managers and project coordinators

Lead: Modji, Kon

Objective % Done: **75** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	3.2.2.1	[L] Kelm, Kristen	[Project] PM/QI team training on VSMG	Everybody in the team trained in all VSMG modules and be able to navigate independently. [between 12/1/2022 and 1/31/2023]	1 Co e
	3.2.2.2	[L] Hoernke, Nikki Kelm, Kristen Modji, Komi	[Project] PM/QI identifies training materials	Create a list of VSMG materials (videos, website, tutorials) This task is expected to be done with Nikki H. [between 1/1/2023 and 1/31/2023]	1 Co e
	3.2.2.3	[L] Modji, Komi Kelm, Kristen	[Project] PM/QI assigns specific training materials to staff based on roles (Basic, PMI specifics, project lead and admin)	Create the annual training schedule (training, assignment list with due dates, etc) [between 2/1/2023 and 7/31/2023]	Co e

Objective 3.2.3: By June 30, 2022, update the existing QI activities reporting procedure to be in accordance with the current QI implementation efforts in the department

Lead: Ralph, Am

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	3.2.3.1		[Project] Create a procedure on QI reporting in VSMG	[between 1/1/2023 and 5/31/2023]	Co e

Objective 3.2.4: Every 6 months, review our QI plan to facilitate the adoption of VSMG by managers and other VSMG users

Lead: Lenbom, J y

Objective % Done: **0** % Activities Sum:

Objective 3.2.5: Managers lead and document at least one QI project in each division each year

Lead: Clements, Nicole

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	3.2.5.1	[L] Clements, Nicole	[QA] Identify one PMQI project by division	Number of PMQI projects measured Quarterly Green >= 5 Yellow >2 and < 5 Red <= 2	8/1 to 2
	3.2.5.2	[L] Modji, Komi	[Project] Implement the identified PM QI project	measured Quarterly Green >= 5 Yellow >2 and < 5 Red <= 2 [between 3/1/2023 and 12/31/2023]	Co e
	3.2.5.3	[L] Clements, Nicole	[Project] Division designated VSMG user to report in their PMQI activity	[between 1/1/2023 and 12/31/2023]	Co e

Objective 3.2.6: Provide at least one training on evidence-based performance management and quality improvement tools to PH staff every year.

Lead: Kelm, Kris

Objective % Done: **0** % Activities Sum:

Objective 3.2.7: By the end of each year, provide a brief summary report or dashboard on PM-QI activity status in the department and evaluate the impact of PM-QI on services

Lead: Modji, Kon

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	3.2.7.1	[L] Modji, Komi [L] Ralph, Amy	[Project] Create a report / dashboard	[between 1/1/2024 and 1/31/2024]	Co e

Objective 3.2.8: Prioritize PM-QI time during monthly all staff and division meetings to discuss projects, issues, progress and solutions so that it becomes a routine method in the department

Lead: Kelm, Kris

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	3.2.8.1		[QM] Have a PM/QI topic on `All staff meeting` agenda	36 Cumulative number of PM/QI topics in department meeting throughout the next 3 years be and 12/31/2025	

Attachment: 2023.07 Bi-Annual CCDPH Strategic Plan VMSG Report (7819 : Public Health 2023-2026 Strategic Plan Update - Nikki Hoernke)

	3.2.8.3	[L] Modji, Komi Kelm, Kristen	[Project] PMI/QI assigns specific training materials to staff based on roles (Basic, PMI specifics, project lead and admin) - [Copy]	Create the annual training schedule (training, assignment list with due dates, etc) [between 2/1/2023 and 2/28/2023]	%

Goal 3.3: By the December 31, 2026, utilize evidence-based practices and other forms of information for decision making to maintain best practices in program implementation and evaluation managers

Objective 3.3.1: Review PM/QI best practices every year by dedicated staff (e.g., PM/QI, interns) through literature re v or consultation with evaluation experts

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	3.3.1.1		[Project] Review the most current literature or update on any specific matter of interest	[between 5/1/2023 and 5/31/2023]	Co e

Objective 3.3.2: Make sure annual refresher trainings are being offered to managers, project leads, and staff when appropriate

Objective % Done: **0** % Activities Sum:

Objective 3.3.3: In the last quarter of each year, dedicate a space for creative thinking taking into considerations the current needs, health equity and changes in the vision and direction of public health as a whole

Objective % Done: **0** % Activities Sum:

Service Workforce & Engagement 4:

Goal 4.1: Improve workplace culture and public health skills by December 31, 2025

Objective 4.1.1: Review the Workforce Development Plan, which includes succession planning, annually, and update it as needed **Lead:** Potaczek, Rachel

Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	St
	4.1.1.1		[Project] Develop strategic planning training and add to the orientation checklist for all new staff.	[between 4/19/2023 and 12/31/2025]	Co e
	4.1.1.2		[QA] Review the Workforce Engagement Plan (annually) by end of year.	measured Annually Green >= 1 Yellow >0 and < 1 Red <= 0	Su da
	4.1.1.3		[QA] Updated the Workforce Development Plan annually, if needed.	Plan reviewed and updated (if needed). measured Annually Green >= 1 Yellow >0 and < 1 Red <= 0	4/2 to 3

Objective 4.1.2: Increase employee engagement from 2023 to 2026 by using the engagement survey **Lead:** Clements, Nicole

Objective % Done: **0** % Activities Sum: **0**

Status	Number	Activity Team	Activity	Performance Metric	St
	4.1.2.1		[QA] Review results from the Chippewa County employee survey.	Survey results reviewed measured Annually Green >= 1 Yellow >0 and < 1 Red <= 0	
	4.1.2.2		[Project] Identify areas of strengths and weaknesses and create action items to address them.	[between 1/1/2023 and 12/31/2025]	Co e

Objective 4.1.3: Develop a strategy to create connections with all staff in a telecommuting environment by December 31, 2025 **Lead:** Clements, Nicole

Objective % Done: **0** % Activities Sum: **0**

Status	Number	Activity Team	Activity	Performance Metric	St
	4.1.3.1		[Project] Develop an annual plan that includes monthly connection activities.	Employee connection activities measured Monthly Green >= 1 Yellow >0 and < 1 Red <= 0 [between 1/1/2023 and 12/31/2025]	Co e
	4.1.3.2		[Project] Assess and implement additional initiatives to increase connections	[between 1/1/2023 and 12/31/2025]	Co e
	4.1.3.3		[QA] Monitor the plan of connection activities monthly during the Workforce Engagement meeting.	measured Monthly Green >= Yellow > and < Red <=	4/1 to 3

Objective 4.1.4: Create a plan to increase staff knowledge and skills of the of the public health core competencies through professional development (e.g., trainings, conferences). **Lead:** Clements,

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Objective % Done: **0** % Activities Sum:

Status	Number	Activity Team	Activity	Performance Metric	
	4.1.4.1		[Project] Collaborate with the consultant to develop and implement department, division, and individual training plan templates	[between 1/1/2023 and 12/31/2025]	% Co e
	4.1.4.2		[Project] Connect staff with training opportunities that match their interests and needs	[between 1/1/2023 and 12/31/2025]	5 Co e
	4.1.4.3		[Project] Track and evaluate completed staff development opportunities	[between 1/1/2023 and 12/31/2025]	7 Co e
	4.1.4.4		[Project] Identify sustainability plan with workforce consultant	[between 5/1/2023 and 12/31/2025]	Co e
	4.1.4.5		[QA] One core competency will be presented monthly at the all-staff meeting (divisions will alternate presenting responsibilities).	Presentation measured Monthly Green >= 1 Yellow >0 and < 1 Red <= 0	

Attachment: 2023.07 Bi-Annual CCDPH Strategic Plan VMSG Report (7819 : Public Health 2023-2026 Strategic Plan Update - Nikki Hoernke)

STATEMENT OF EXPLANATION
HUMAN SERVICES DIRECTOR'S PROGRAM AND FINANCIAL REPORT - TIM EASKER

Human Services Director Tim Easker provides a department program and financial report for review and discussion.

Director's Report to the Health & Human Services Board
Tim Easker

Board Meeting Date: July 20, 2023

1. WCHSA Updates

Division of Children's and Families (DCF)

- The 2023-2025 budget is in final stages. DCF will communicate about final budget items and impact once the budget is signed by Governor Evers. For more information about the budget status and result of Joint Finance Committee (JFC) decisions, visit the following web sites:
  - JFC budget web site: https://docs.legis.wisconsin.gov/misc/lfb/budget/2023_25_biennial_budget/
  - JFC adopted motions: https://docs.legis.wisconsin.gov/misc/lfb/jfcmotions/2023.
- On June 15, 2023, the U.S. Supreme Court issued a decision upholding the Indian Child Welfare Act. Governor Evers issued a press release celebrating this historic decision, which includes a link to the full US Supreme Court ruling at: https://dcf.wisconsin.gov/files/press/2023/6-15-23%20-%20brackeen.pdf
- The JFC final vote on the state budget did not include funding to continue the Child Care Counts Program beyond early 2024.
  - Wisconsin Shares Full Time/Part Time Authorization Policy
  - The new policy will begin on October 1, 2023, and change how child care authorizations are calculated.
  - If children are authorized for 20 weekly hours or less, they will receive a part-time monthly subsidy; children authorized more than 20 hours will receive a full-time monthly subsidy. If child care needs change from week to week, an average of weekly hours within a month will inform part-time or full-time authorization. o A new web page was launched to provide information/example to parents https://dcf.wisconsin.gov/wishares/ptft
  - Postcards were also sent to parents on June 19, 2023, and additional information will be posted to the web site later in the summer.
- **Wisconsin Family Connection Center-WiFCC-**Beginning 7/1/23 the Foster Care and Adoption Resource Center and the Wisconsin Adoption and Permanency Support Program will merge and transition into the WiFCC. Catholic Charities will coordinate to operate the WiFCC under contract with DCF. This will be a resource for parents whose children have been placed out of home, parents whose children have reunified, parents whose rights were terminated, parents creating an adoption plan, relative caregivers, foster parents etc. Services will include information and support, referrals, trainings, conferences, support groups, free family events and the like.

Division of Health Services (DHS)

- **GEARS Payment System Implementation**-In July DHS transitioned to their new program known as GEARS for transferring money to counties for all contracts. Some may recognize the old program known as CARS. Both programs will be running consecutively until all contracts ending in 2023 are closed and archived. GEARS payments are made through the State of Wisconsin STAR payment process which will strengthen security and reliability of the payments and related information.
- **New Unwinding Outreach Resources-**A flyer and card describing the Medicare enrollment opportunities for people who lose Medicaid are available. Two new resources have been added to DHS's Unwinding Partner Toolkit webpage's "Medicare" section: • Medicare unwinding flyer (P-03440) • Medicare unwinding outreach card (P-03439)
- **Extra Security to Safeguard FoodShare Benefits-**To help safeguard the integrity of Wisconsin's FoodShare program and QUEST card account information and benefits, DHS is proactively adding two QUEST card security enhancements:

Attachment: 6.4a DHS Director Report 7-20-23 (7828 : Human Services Director's Program and Financial Report)

1. Blocking the use of many common, easy-to-guess PINs.
2. Requiring the cardholder's birthdate to help verify that an authorized user is accessing account information.

To help educate members and protect FoodShare benefits, DHS has created a FoodShare: Protect Your Benefits webpage that includes a Fraud Prevention Toolkit with a printable outreach card and flyer.

- **All in for Kids Newsletter –** New issue published and available online. The new issue of the All in for Kids: CLTS newsletter is now available online in English, Hmong, and Spanish. This issue provides important Children's Long-Term Support (CLTS) Program updates.
- **Mobile Narcotic Treatment Program/Opioid Treatment Program Grant Opportunity-**DHS is seeking applications for grants to establish mobile narcotic treatment programs/opioid treatment programs. Proposals that serve identified high-need areas and populations will be given priority consideration. Agencies awarded grant funds under previous request for applications related to narcotic treatment/opioid treatment efforts are not eligible to apply for this grant opportunity unless the agency plans to provide services to a new area with a new mobile unit. The deadline to apply for this grant funding is 11:59 p.m. July 21, 2023. View more information about this grant funding opportunity.
- **Expansion of Peer Recovery Coach and Certified Peer Specialist Support Services for People with Substance Use Disorder and Opioid Use Disorder Grant Opportunity** DHS is seeking applications from Wisconsin-based peer-run agencies to: • Expand services provided by peer recovery coaches and certified peer specialists. • Increase the number of trained and employed peer recovery coaches and certified peer specialists. It is expected that two one-time grants of $250,000 will be awarded. The deadline to apply for this grant funding is 11:59 p.m. July 21, 2023. View more information about this grant funding opportunity.

Behavioral Health Policy Advisory Committee (PAC)*

The PAC met on June 23, 2023.

- Discussed the state budget. Great disappointment that there would no funding for the Community Support Program or Crisis. Funding was approved for urgent care and observation centers. Not sure what impact those two things will have on the overall system.
- Reviewed the DHS proposed revisions for the state crisis handbook.
- The workgroup to define requirements for peer recovery coaches to be MA billable had its first meeting.
- Discussed working with legislators to allow xylazine test strips to be distributed similar to fentanyl test strips. We are seeing increased use of the drug which is actually an animal tranquilizer used in veterinary medicine.
- Will be developing a report on 2023 accomplishments and strategic goals for 2024. Goals include continuing to pursue full funding for Crisis and CSP, MCO placements in Institutes for Mental Disease (IMDs) and peer recovery coach rule.
- Working on identifying top priorities for Chapter 51 (emergency detentions) changes.
- Will be asking Winnebago Mental Health Institute to attend the next meeting and discuss the higher acuity counties are seeing which is leading to more placements at Winnebago. We are having a hard time identifying what the potential driver is behind these cases. Hoping Winnebago may be able to shed some light on the phenomena given they have a broader perspective.

Attachment: 6.4a DHS Director Report 7-20-23 (7828 : Human Services Director's Program and Financial Report)

2. Department and Division Updates

Department Updates:

- The preliminary DHS 2024 budget has been submitted to DOA for review. Hats off to our crack fiscal team Paul and Jordan along with the entire leadership team who have worked hard to craft a balanced budget.
- I virtually attended the first DHS Harm Reduction Conference which was actually held in Green Bay. Harm reduction refers to a range of intentional practices and public health policies designed to lessen the negative and/or physical consequences associated with substance use disorders. Some practices include the distribution of Narcan, medication assisted treatments such as methadone to clean needle exchange programs to help curb the spread of HIV, hepatitis C etc. Some of the practices remain controversial and it will only be through continued education and discussion that they will be implemented on a wide spread basis.
- Updating numerous policies and procedures. One in particular deals with children's residential care centers and how we can potentially obtain better outcomes through a potentially more structured focused process. It will be replacing the old Support and Service Advisory Team (SSAT) policy and will be forthcoming in the next month or so.
- Please keep in mind they DHS Day in a Life is scheduled for August 8. If you have not already done so, please consider signing up to learn a bit more about what we do. We believe it will be a valuable use of your time.
- We would like to recognize the following dedicated staff for their years of service: Karla Halverson, CWDA, 1 year; Brandi Engel, ES, 2 years; Carla Berscheit, ADRC, 3 years; Manda Young, Youth Justice, 4 years; Jessilyn Balsiger, CWDA, 5 years; Brittney Gee, ES 7 years; Tim Easker, 13 years; Tom Diel, RWC, 35 years THANK YOU!

Divisions:

Aging & Disability Resource Center (ADRC)

- We distributed our initial allocation of Senior Farmers Market Vouchers in record time…by the end of June! We received another 50 vouchers and will likely have all of those distributed well before the end of July. People have been able to apply online, in person or by mail.
- When comparing January through May 2022 and 2023 data the following stands out:
  - The number of contacts per customer has gone from 3.39 to 2.93. This is significant and a good thing!
  - The total number of nutrition program customers has increased from 300 to 372 which is indicative of the reopening of senior dining sites.
  - The number of outgoing calls to customers has decreased from 1244 to 742…this is great because it means we are talking to people when they call instead of trying to call them back.
  - The number of walk-in customers has gone from 75 to 121…another positive change.
- The 2023-2025 State Biennial Budget included several great things for ADRC customers. The advocacy efforts of many people are the reason for the ADRC "wins"!
- We contract with New Freedom Transportation to provide rides to older people and people with disabilities who need to get to medical appointments, grocery store and other locations. COVID had a devastating effect on their pool of volunteers that are needed to provide these vital rides. If you have one day a month, a week or just as a substitute, please consider volunteering. Please tell others you know also! Call New Freedom Transportation at 1-800-228-3287.
- Have you ever checked out our Resource Guide? It's a great place to start when you are looking for programs, services and other resources in the community. Our Resource Guide is updated monthly…https://www.co.chippewa.wi.us/government/aging-disability-resource-center-adrc/resource-guide

Attachment: 6.4a DHS Director Report 7-20-23 (7828 : Human Services Director's Program and Financial Report)

Children, Youth & Families Division

Birth to Three (B-3)

- In May, the B-3 team received a year-to-date high of 26 referrals and began to see some referrals from child care providers within the county, following the initial round of outreach in April. Multiple centers also requested additional information and/or presentations about the program for their staff members.
- Also related to child care, a state-level DCF pilot subsidy program that had been providing 12 months' worth of full-time childcare payments came to an end (for new referrals). This was an amazing program for our families and we are sad to see it end.

Child Protective Services (CPS)

- In May and June, CPS staff provided presentations to six different entities that supports the Unit's Strategic Plan focused on educating the community.
- In addition, four children were reunified and ten ongoing child cases were successfully closed in June.
- The Child Abuse and Neglect Reporting Line has seen an increase in reports through the months of May and June as well. Workers are continuing to work closely with families to try and keep children in the home safely.

Children with Differing Abilities (CWDA)

- We welcome our new staff, Amy Giani, Kai Burakowski, and Leah Olson, all in Children's CCS.
- Children's CCS staff participated in the RWC's annual UNITY event for the consortium.
- As our unit grows we continue to explore and implement new procedures to support a large, diverse unit of staff.

Youth Justice

- Manda Young is in the midst of our inaugural Girls Moving on Group. Manda puts a lot of time into preparing and facilitating this group in addition to her full time Youth Justice caseload. Girls…Moving On is a comprehensive intervention designed specifically for at-risk girls. The program helps girls increase their motivation and provide them with new skills and personal resources.
- Kerry Krista has been designated our Youth Justice Lead Worker. Kerry provides back up to Kyra as well as, provides supervision for on-call staff related to youth justice matters. Kerry brings a wealth of knowledge and experience to this role.
- We are working on updating our YASI procedure, originally created in 2019, when we were in Phase 1 of the statewide role out of this risk assessment tool for youth justice participants.

Economic Support Division

No updates this month!

Recovery & Wellness Consortium (RWC) Division

- RWC is excited to have "new blood" come join the division. On July 10, Tara Mrozinski and Renee Berthiaume will transfer from their respective units to begin offering their service and expertise to consumers in RWC. Tara has for many years provided high quality service facilitation to the youths of our community. Tara has decided on new career path that will have her providing protective services for the aging and vulnerable population. Renee has spent the last few years protecting children and creating opportunities for families to achieve reunification. She now will use her social work skills to facilitate change and recovery for adults struggling with mental health and substance disorders.
- Summer is a time of family get together, community fairs, and festivals. At times a family member, neighbor, or friend may struggle with mood regulation, or miss use of substances. They may withdraw from others, isolating in their own world of negative thoughts. We all have to ability to make an impact in someone's life by the simple gesture of taking the extra step to reach out and engage with the individual. Engagement and connection with others is the basic need of all of us. Kevin Hines, a survivor of a suicide attempt of jumping off the Golden Gate Bridge described in his story that while riding the city bus to the bridge, if someone would have approached him and ask him how he was doing he would not have followed through with his plan to jump off the bridge. Sadly, no one person to that extra step to ask how his day is going. DON'T ever rule out the power and value of social connection.

Attachment: 6.4a DHS Director Report 7-20-23 (7828 : Human Services Director's Program and Financial Report)

3. 2023 Monthly Fiscal Information

Through Month of: June 2023

2023 Budget (total is $33,521,271):	$16,760,634	6 months prorated
Expenses paid through June:	13,337,079	
Variance to Budget:	$3,423,555	

Note: The June Over/(Under) amounts are an estimated annualized amount for each placement category. Prior months estimated amounts are shown to indicate if expense variances are trending up, down or remaining the same.

2023 Kinship Placement with a Relative

Month	Kinship	Projected Cost	2023 Budget*	Over/(Under)
January	96	$343,786	$353,597	($9,811)
February	97	351,592	353,597	(2,005)
March	96	346,014	353,597	(7,583)
April	92	338,473	353,597	(15,124)
May	91	340,487	353,597	(13,110)
June	92	332,948	353,597	(20,649)

2023 Children and Youth in Out-of-Home Placements

Month	Out of Home*	Out of Home**	Projected Cost*	2023 Budget	Over/(Under)
January	69	8	$2,180,368	$1,645,583	$534,785
February	64	4	2,305,928	1,645,583	660,345
March	65	5	2,338,401	1,645,583	692,818
April	55	4	2,391,912	1,645,583	746,329
May	47	5	2,443,871	1,645,583	798,288
June	51	8	2,378,916	1,645,583	733,333

* Children and Youth in Placement: Foster Care, Treatment Foster Care, Group Home, Residential Care

**Additional children placed with relatives (unpaid)

2023 Adult Mental Health and AODA Out-of-Home Placements:

Month	Out of Home	Projected Cost	2023 Budget	Over/(Under)
January	17	276,300	$698,361	($422,061)
February	15	307,146	698,361	(391,215)
March	19	446,820	698,361	(251,541)
April	21	440,857	698,361	(257,504)
May	23	542,950	698,361	(155,411)
June	25	561,421	698,361	(136,940)

2023 Institute for Mental Disease (IMD) Placements

Month	Inpatient Days	Projected Cost*	2023 Budget	Over/(Under)
January	110	$841,115	$587,237	$253,878
February	114	850,860	587,237	263,623
March	103	1,019,347	587,237	432,110
April	94	974,106	587,237	386,869
May	43	945,550	587,237	358,313

Note – June IMD invoice not received in time for July report.

Attachment: 6.4a DHS Director Report 7-20-23 (7828 : Human Services Director's Program and Financial Report)

2023 Fiscal Disbursements

Note: The following reports show monthly disbursement amounts for each placement category. The month shown is the month the invoice was paid (not the month the charge was incurred)

Month	Kinship Amount Paid	Kinship Monthly Budget
January	$0	$29,466
February	30,509	29,466
March	28,157	29,466
April	27,989	29,466
May	26,744	29,466
Jun	26,420	29,466
Total	**$139,819**	**$176,796**

Month	Adults	Adult Monthly Budget
January	$0	$58,197
February	39,281	58,197
March	39,674	58,197
April	11,816	58,197
May	72,106	58,197
Jun	60,242	58,197
Total	**$223,119**	**$349,182**

Month	Children & Youth	Children & Youth Monthly Budget
January	$0	$137,132
February	146,799	137,132
March	199,554	137,132
April	176,738	137,132
May	130,192	137,132
June	342,527	137,132
Total	**$995,810**	**$822,792**

Month	IMD	IMD Monthly Budget
January	$0	$48,936
February	106,775	48,936
March	105,731	48,936
April	61,749	48,936
May	119,724	48,936
Total	**$393,979**	**$244,680**

Attachment: 6.4a DHS Director Report 7-20-23 (7828 : Human Services Director's Program and Financial Report)

Department of Human Services – Consumer/Caseload Data

Child Protective Services (CPS) Screened-in CPS Reports Yearly Comparison

Year	Screened in CPS Reports January - June	Number of IA Workers	Projected End of Year based on January – June	Actual End of Year
2023	82	4	164	N/A
2022	115	4	230	189
2021	124	4	248	199
2020	158	4	316	261
2019	147	4	294	272
2018	137	4	274	250

WCHSA Caseload Recommendations

Initial Assessments: 11 cases per worker with no more than 6 new assessments per worker per month
Ongoing: 10 cases per worker with no more than 15 children per worker

Current CPS Family Caseloads (July 2023)

Caseload Type	1 FTE	1 FTE	1FTE	1 FTE	1 FTE	1 FTE	1FTE	1 FTE	1 FTE	1 FTE
Initial Assessment	3	10	7	8						
Ongoing					5	9	8	8	8	8

Total Families/Cases Open: Initial Assessment = 26; Ongoing = 46; equals 72 Total

Out-of-Home Placement Yearly Comparison

Total Children/Youth Served January 1 to current Date of Each Year (includes Kinship)

2023	2022	2021	2020	2019	2018	2017	2016	2015
134	155	169	160	179	191	166	104	58

Children/Youth Opened in CCS and/or CLTS (July 2023)

Children/Youth Opened	12
Children Waiting to be Screened to Determine Eligibility	21
Waitlist – CCS	5
Waitlist – CCS/CLTS (Dually Eligible)	26
Waitlist - CLTS	50

Current IMD Expenditures (through May)

Children/Youth – IMD	$ 26,008
Adults – IMD	$ 367,971
Total	$ 393,979

Yearly Comparison Crisis: January – June

	Adults	Children
2023	400	95
2022	432	123
2021	379	126
2020	421	108
2019	449	110

Yearly Comparison Youth Justice Referrals

Year	Jan - April	End of Year
2023	101	303 (Projected)
2022	112	236
2021	93	243
2020	114	362
2019	144	351

Attachment: 6.4b DHS Consumer-Caseload Data July 2023 (7828 : Human Services Director's Program and Financial Report)

In the Spotlight

CHIPPEWA COUNTY Human Services

WELCOME

A BIG WELCOME to our Latest NEW Human Services Employees

Kai Burakowski: Children, Youth & Families - CCS Social Worker - started May 30, 2023
Amy Giani: Children, Youth & Families - CCS Social Worker - started May 30, 2023
Leah Olson: Children, Youth & Families - CCS Social Worker - started June 12, 2023 (next page)

What would you do for a career if you weren't doing this?

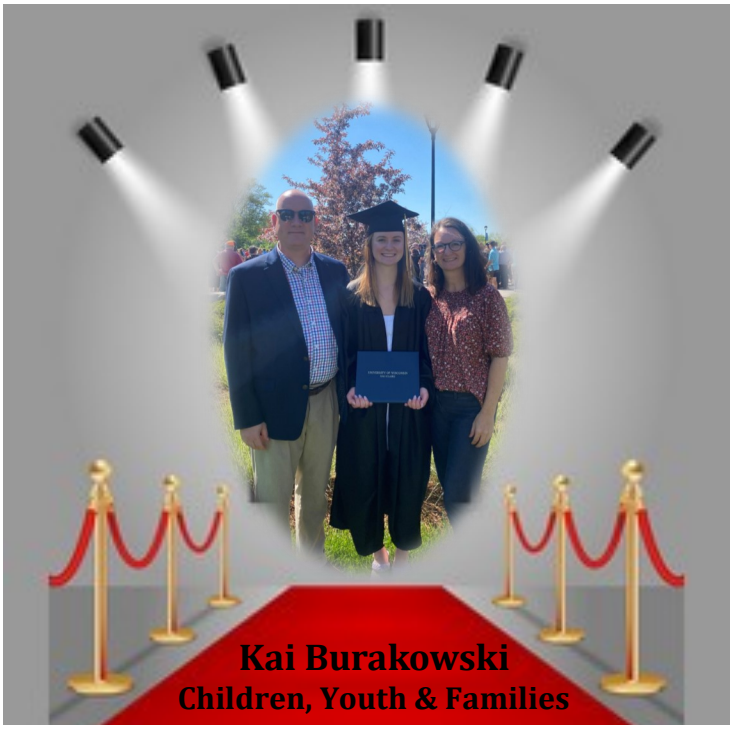
- If I did not have a job in CCS, I would enjoy working at a bakery. I love all things sweet!

What do you like to do when you aren't working?

- When I'm not working I love to spend time outside whether that is biking, going for walk, or just laying in the sun. I'm also a big fan of projects like crocheting or anything hands on.

If you could learn to do anything, what would it be?

- I have always thought rock climbing looks fun to learn! However heights and I don't always get along, so it would take a lot of effort for me to actually learn.



Amy Giani
Children, Youth & Families



Before working at Chippewa County, what was the most unusual or interesting job you've ever had?

- Eau Claire Academy. I absolutely loved working with the kids there.

What would you do for a career if you weren't doing this?

- Behavioral Analyst with the FBI. I'm intrigued by this field of forensic science. I want to be Agent Jareau from Criminal Minds… LOL

What chore do you absolutely like/dislike?

- I absolutely dislike laundry… sort, wash, dry, fold, put away and repeat….is it ever really done?

Attachment: 6.4c New Employee Spotlights June 2023 (7828 : Human Services Director's Program and Financial Report)

In the Spotlight

CHIPPEWA COUNTY Human Services

WELCOME

Attachment: 6.4c New Employee Spotlights June 2023 (7828 : Human Services Director's Program and Financial Report)

Leah Olson
Children, Youth & Families



- **Before working at Chippewa County, what was the most unusual or interesting job you've ever had.**
  - ◊ Therapeutic Riding Instructor at Trinity Equestrian Center.
- **What would you do for a career if you weren't doing this?**
  - ◊ If I wasn't doing this, I would be a Special Education teacher.
- **What do you like to do when you aren't working?**
  - ◊ My kids and I like to visit different campgrounds around Wisconsin.
- **What's a fun fact about you many people may not know?**
  - ◊ I raise egg laying chickens! I also do a lot of canning and other types of food preservation. My goal is to grow and preserve all the fruit and veggies my kids and I need for a year.
- **What is your favorite thing to do in the Chippewa area?**
  - ◊ My kids and I enjoy Irvine park and zoo in the summer and the light display around Christmastime.

STATEMENT OF EXPLANATION
PUBLIC HEALTH DIRECTOR'S PROGRAM AND FINANCIAL REPORT – BRITTNAY FORTUNA

Public Health Director Brittnay Fortuna provides a department program and financial report for review and discussion.

Chippewa County Health and Human Services Board
Department of Public Health
Brittnay Fortuna's Director's Report

July 2023

Administration Division

June was a very busy month processing Food Safety & Recreational Licensing (FSRL) payments, along with Transient Water (TN) Fee payments. Licenses were to be paid for by June 30, so we saw an increase in payments towards the end of the month. Once we received the payments, we then issued and mailed their licenses.

In addition to the business with FSRL and TN payments, we were busy preparing the budget, along with several grant budgets and mid-year reports that were due. The loan closet was also very busy this past month. We received several wheelchairs back that were heavily soiled and had to do some additional cleaning, so great job to our Admin Assistant Audra on cleaning those.

The Fiscal Admin team continues to help schedule appointments, car seat questions, Breastfeeding Peer Counseling, and general Public Health questions.

Community Health Division

West Nile Virus and Mosquito-Borne Illnesses

Mosquito-borne illnesses refer to diseases transmitted to humans through the bites of infected mosquitoes. Mosquitoes act as carriers for various pathogens, making them potent disease vectors. Some mosquito-borne illnesses include West Nile Virus, Eastern Equine Encephalitis, Zika Virus, and Jamestown Canyon Virus. Each of these diseases is caused by different types of viruses or parasites, with varying symptoms and levels of severity. These illnesses can pose significant health risks, especially in places where mosquitoes thrive. In Wisconsin, mosquito-borne illnesses are usually reported during the summer months, June through October.

The Wisconsin Department of Health Services (DHS) recently confirmed that a horse in Dunn County tested positive for West Nile virus. The positive test shows mosquitoes infected with West Nile virus are present in Wisconsin and can transmit the virus to people and other animals. The virus is not spread directly from person to person, animal to animal, or animal to person. Most people who are infected with West Nile virus do not get sick. Those who become ill usually experience mild symptoms such as fever, headache, muscle aches, rash, and fatigue. However, some people may get seriously ill and experience more severe symptoms.

Prevention measures such as mosquito control, using insect repellents, wearing protective clothing, and eliminating breeding sites are crucial in reducing the transmission of mosquito-borne diseases. For more information on prevention measures, visit Wisconsin DHS Fight the Bite!

Air Quality

Air quality plays a vital role in human health as it directly affects the well-being of individuals and communities. Poor air quality, often caused by pollutants and contaminants, can significantly affect respiratory health and overall quality of life. Vulnerable populations such as children, older adults, and

Attachment: July 2023 PH Director Board Report (7818 : Public Health Director's Program and Financial Report – Brittnay Fortuna)

individuals with pre-existing health conditions are particularly susceptible to the harmful effects of polluted air.

Over the past few weeks, Wisconsin DNR has issued air quality advisories linked to smoke from Canadian Wildfires. During these advisories, it is recommended that everyone keep outdoor activities light and short. Watch for symptoms like coughing and shortness of breath as a sign to take a break or move indoors.

If you must spend time outside during wildfire smoke events:

- Check air quality conditions before leaving the house and throughout the day.
- Avoid or limit exercising outdoors.
- Consider wearing an N-95 mask, especially if outdoors for an extended period.

Thriving in Recovery Campaign

The Chippewa County Overdose Fatality Review team was selected to participate in a campaign funded by the Wisconsin Department of Justice to highlight recovery services in our community. The Thriving in Recovery campaign is a public service announcement (PSA) that Mirrorless Productions created in cooperation with the Winnebago County OFR. The video will be tailored to our community to spread awareness and spark more positive conversations around recovery. This video campaign will be aired on TV, movie theaters, local print, and social media platforms.
You can view the full video here: https://youtu.be/niAWwZYyNZs

Communicable Disease

The Health Officer is required by Wisconsin State Statute 252.05 to report information on current communicable disease reporting and follow-up to the Health and Human Services Board. In June, we received 174 new reports: 9 confirmed (2 Coronavirus, 5 Chlamydia, and 1 Hepatitis C, Chronic); 16 probable (3 Coronavirus, 9 Lyme Laboratory Reports, and 2 Hepatitis C, Chronic); and 121 that did not meet the definition of a case (78 Coronavirus, 12 Lyme Laboratory Report, and 4 Hepatitis A). See the attached report for further breakdown by disease type.

Environmental Health Division

June is a busy month for Environmental Health. Our licenses expire on June 30 each year, so our admin staff is very busy processing payments and renewals. With license fees increasing on January 1, 2023, and Environmental Health taking on the TN well water program, operators have had no shortage of questions this renewal season.

In total, Environmental Health conducted 74 inspections in the month of June. This included routine inspections of 11 retail establishments, 8 campgrounds, 20 restaurants, 4 lodging establishments, and 16 pools. This also included:

- On-site visit at Dick Chalet, which hopes to open up later this summer
- Pre-inspection of a new body art facility in Chippewa Falls called Effortlessly You
- Pre-inspection of Glacier Farms -Bloomer to sell pre-packaged meat on the farm
- Pre-inspection of Custers Cones mobile unit
- Change of ownership pre-inspection of 1881 Nutrition – Stanley
- Pre-inspection of B.B.G's, a new restaurant in Chippewa Falls
- Pre-inspection of the new A&W restaurant in Cadott
- Change of ownership pre-inspection of Cedar Bay Resort (food, lodging, & campground)
- Change of ownership pre-inspection of Fosters Riverview-Cornell
- Pre-inspection of Tasty Trolly, a new food truck in Bloomer
- Pre-inspection of a mobile food unit at Wissota Lodge

Attachment: July 2023 PH Director Board Report (7818 : Public Health Director's Program and Financial Report – Brittnay Fortuna)

Nutrition

Fun at the Farmers Market



On Thursday, June 22, WIC staff partnered with UW Extension FoodWIse staff to offer two "Fun at the Farmers Market" sessions at the downtown Chippewa Falls Farmers Market. A total of about 13 WIC families attended despite the heat that day. Hillarie Roth, nutrition educator with FoodWIse, provided education on selecting, storing, and freezing fruits and veggies. Families then did a farmers market scavenger hunt and sampled leafy greens with dressing. Families were given a reusable shopping bag with a vegetable peeler, scrub brush, recipe book, and other handouts. Funding for these bags was made possible through a grant from the Chippewa County Dental Endowment Fund through the Community Foundation. Overall, these sessions were successful, and our families really enjoyed them. We look forward to offering this session again on two different days in July.

Check out approved WIC and Senior Farmers Market Nutrition Program (FMNP) locations in our area: https://www.co.chippewa.wi.us/government/public-health/farmers-market-3760.

Go Find Fun in the Sun – Summer Activity Challenge – June 21 through September 4



Go Find Fun in the Sun: Chippewa SUMMER Challenge is the latest partnership between the Chippewa Falls Area Chamber and Chippewa Health Improvement Partnership to improve the physical, mental, and emotional well-being of those who live, work, and play in Chippewa County.

The rules are simple:

- Spend at least 30 minutes engaged in outdoor physical activity on a single day anywhere within the county.
- Send a photo of the fun, along with the details (date, location, and activity) and your contact information (phone, e-mail, and address) to the Chippewa Falls Area Chamber at visitorcenter@chippewachamber.org or message everything to the CHIP Facebook page.

Everyone who enters will receive a Chippewa Summer Challenge sticker, along with a Chippewa County Visitor Guide just for participating. And will be entered into monthly drawings to win Chamber Bucks, YMCA passes, and other great prizes!

Red Cross Blood Drive – Critical Need for Blood Donors

Chippewa County is again partnering with the Red Cross to host a blood drive on July 26 from 10 am-4 pm in Room 003 of the Courthouse. To make an appointment to donate, visit www.redcrossblood.org with sponsor code Chippewa County or call Stephanie Abbe at 715-726-7870.

Attachment: July 2023 PH Director Board Report (7818 : Public Health Director's Program and Financial Report – Brittnay Fortuna)

Did you know?

- Each blood donation can help save up to three lives.
- Every two seconds, someone in America needs blood.

Planning and Strategy

The planning and strategy division continues to support the department on various projects, including modernizing our beach water testing reporting by developing an interactive map to display on the website for community members, preparing for the 2023 collaborative Chippewa Valley community health assessment, and assisting Chippewa Health Improvement Partnership (CHIP) with coordinating a Let's Talk About Series aimed at educating community members on various topics including preventing diabetes and navigating health insurance.

WI Wins



Western Regional Center goes Global!

A professional who has previously collaborated with the Western Regional Center recently reached out to Savannah with an interesting inquiry. This individual had maintained close contact with a former foreign exchange student, and unfortunately, the student's child had recently been diagnosed with Autism Spectrum Disorder (ASD). The physician they were working with suggested a genetic test for another disorder closely associated with ASD. However, residing in Herzegovina, a region within Bosnia located south of Austria, the family encountered difficulties accessing genetic testing due to its lack of resources and proximity to Ukraine. Seeking alternatives in the United States, the professional close to this family reached out to The Western Regional Center because we had been helpful in the past.

Savannah provided an explanation of the potential genetic disorder affecting the child and guided the individual toward several specialized clinics in the United States. Additionally, Savannah offered counseling on requesting genetic testing and provided details regarding the specific tests needing to be conducted. Savannah even discovered a genetic testing company that offered free worldwide shipping, enabling the family to perform the testing in the comfort of their own home instead of traveling across the world.

Years of Service



CONGRATULATIONS to the following staff for their hard work and dedication to providing excellent customer service to the citizens of Chippewa County.

- Sam Flatland, Environmental Health Manager – 3 years

Attachment: July 2023 PH Director Board Report (7818 : Public Health Director's Program and Financial Report – Brittnay Fortuna)

Wisconsin Department of Health Services
Division of Public Health
PHAVR - WEDSS

County Board of Health Report

Jurisdiction: Chippewa County

Received Date: 6/1/2023 to 6/30/2023

Disease	Confirmed	Probable	Suspect	Not A Case	Total
CORONAVIRUS, NOVEL 2019 (COVID-19)	2	3	0	78	83
LYME LABORATORY REPORT	0	9	0	12	21
HEPATITIS A	0	0	3	4	7
HEPATITIS C, CHRONIC	1	2	0	4	7
CHLAMYDIA TRACHOMATIS INFECTION	5	0	0	0	5
E-COLI, ENTEROPATHOGENIC (EPEC)	0	0	5	0	5
LYME DISEASE, ERYTHEMA MIGRANS (EM) RASH	0	0	2	3	5
ANAPLASMOSIS, A. phagocytophilum	0	0	4	0	4
CAMPYLOBACTERIOSIS	0	0	3	1	4
STREPTOCOCCAL DISEASE, INVASIVE, GROUP A	0	0	0	4	4
BABESIOSIS	0	0	3	0	3
HEPATITIS B, CHRONIC	0	1	0	2	3
STREPTOCOCCAL DISEASE, INVASIVE, GROUP B	0	0	1	2	3
E-COLI, SHIGA TOXIN-PRODUCING (STEC)	0	0	1	1	2
HAEMOPHILUS INFLUENZAE, INVASIVE DISEASE	0	0	1	1	2
MEASLES (RUBEOLA)	0	0	1	1	2
METHICILLIN- or OXICILLIN RESISTANT S. AUREUS (MRSA/ORSA)	0	0	1	1	2
SYPHILIS REACTOR	0	0	0	2	2

Attachment: Communicable Disease June (7818 : Public Health Director's Program and Financial Report – Brittnay Fortuna)

Disease	Confirmed	Probable	Suspect	Not A Case	Total
VARICELLA (CHICKENPOX)	0	0	1	1	2
CARBON MONOXIDE POISONING	0	0	1	0	1
RUBELLA	0	0	0	1	1
SALMONELLOSIS	0	0	0	1	1
SHIGELLOSIS	0	0	0	1	1
STREPTOCOCCUS PNEUMONIAE, INVASIVE DISEASE	0	0	0	1	1
SYPHILIS, SECONDARY	0	1	0	0	1
TOXOPLASMOSIS	1	0	0	0	1
TUBERCULOSIS, LATENT INFECTION (LTBI)	0	0	1	0	1
Total	9	16	28	121	174

Default Filters: 'State' EQUAL TO 'WI'

Attachment: Communicable Disease June (7818 : Public Health Director's Program and Financial Report – Brittnay Fortuna)

Public Health Financial Results: June 2023

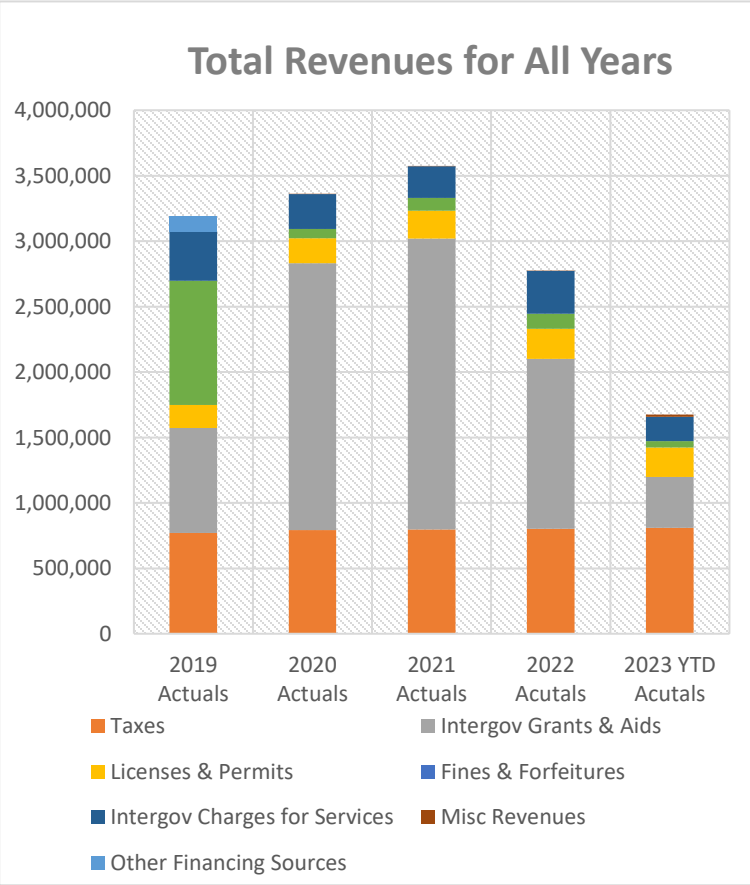
CHIPPEWA COUNTY Public Health
Prevent. Promote. Protect.

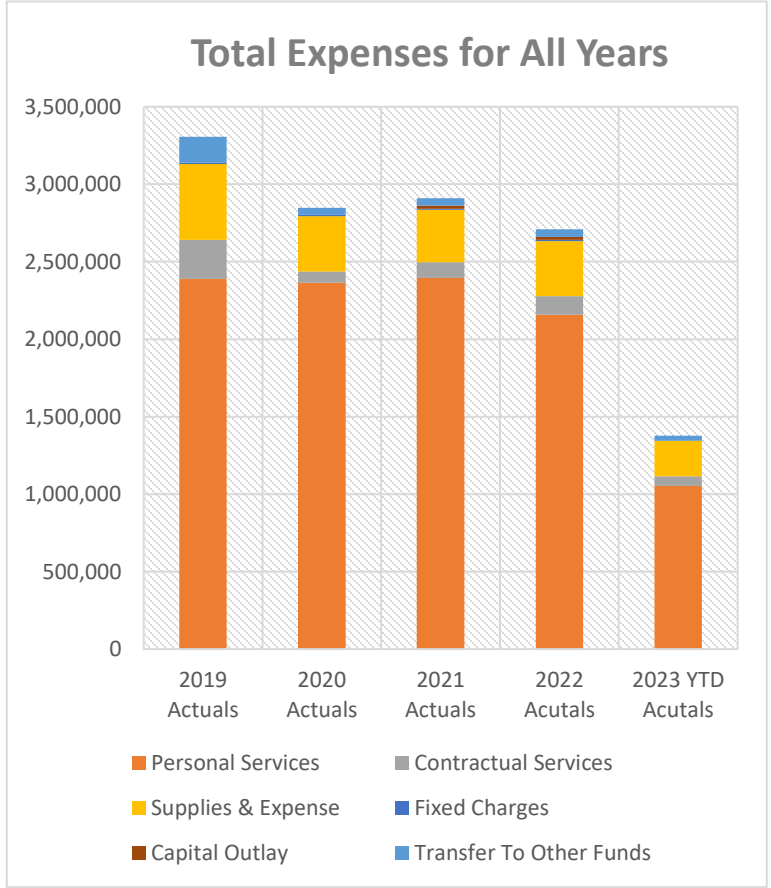
		Revenue			Expense		
Fund	Description	Budget	Actual	% Collected	Budget	Actual	% Spent
54100	Community Health	$ (738,634.00)	$ (728,072.36)	98.6%	$ 738,634.00	$ 316,622.59	42.9%
54121	Nurse Family Partnership	(121,752.00)	(56,821.94)	46.7%	121,752.00	65,745.97	54.0%
54123	Farmers Market	(4,513.00)	(649.99)	14.4%	4,513.00	1,923.50	42.6%
54125	Prenatal Care Coordination	(65,293.00)	(9,660.53)	14.8%	65,293.00	14,627.31	22.4%
54127	Healthy U	(15,451.00)	(7,899.23)	0.0%	15,451.00	14,480.86	0.0%
54128	Public Health Preparedness	(50,717.00)	(13,157.29)	25.9%	50,717.00	17,212.06	33.9%
54129	TN Program	-	(27,567.69)	0.0%	-	43,715.54	0.0%
54132	Drug Free Community Grant	(135,908.00)	(59,620.01)	0.0%	135,908.00	66,510.46	0.0%
54133	Iron Will Endowment Fund	-	(1,881.00)	100.0%	-	-	100.0%
54135	Bright Start River Source	(10,775.00)	(16,518.54)	153.3%	10,775.00	1,509.40	14.0%
54138	Planning & Strategy	-	(3,934.42)	0.0%	-	43,263.41	0.0%
54140	WIC	(377,684.00)	(141,519.06)	37.5%	377,684.00	194,104.85	51.4%
54142	Maternal & Child Health Program	(28,574.00)	(6,874.60)	24.1%	28,574.00	11,220.94	39.3%
54144	Wisconsin Wins	(4,702.00)	(408.03)	8.7%	4,702.00	3,819.15	81.2%
54148	COVID Workforce	(76,331.00)	(26,556.51)	0.0%	76,331.00	39,991.83	0.0%
54149	Pre-Venture	(20,329.00)	(747.15)	3.7%	20,329.00	5,960.54	29.3%
54150	Prevention	(9,153.00)	(1,000.87)	10.9%	9,153.00	581.46	6.4%
54151	Equipment Loan Closet	(2,969.00)	(429.66)	0.0%	2,969.00	1,565.01	0.0%
54152	Western Regional Center	(281,498.00)	(92,415.43)	32.8%	281,498.00	129,330.10	45.9%
54154	Title X Reproductive Health	(5,955.00)	(21,093.30)	0.0%	5,955.00	26,754.25	0.0%
54156	FIT WIC	(38,987.00)	(11,391.04)	29.2%	38,987.00	14,976.21	38.4%
54157	Reproductive Health	(55,169.00)	(17,644.14)	32.0%	55,169.00	18,405.12	33.4%
54158	WIC BF Peer Counseling	(19,611.00)	(5,768.52)	29.4%	19,611.00	12,081.08	61.6%
54159	Diabetes Grant	(16,206.00)	(7,689.56)	0.0%	16,206.00	11,137.05	0.0%
54161	Health Clinics	(29,486.00)	(2,883.58)	9.8%	29,486.00	5,173.10	17.5%
54162	COVID Vaccine	(75,339.00)	(14,387.01)	19.1%	75,339.00	9,939.34	13.2%
54163	Overdose Fatality Review	(37,719.00)	(14,839.33)	0.0%	37,719.00	20,909.09	0.0%
54164	COVID Contact Tracing	(54,434.00)	(47,169.99)	0.0%	54,434.00	46,252.54	0.0%
54165	GYT - Get Yourself Tested	(2,116.00)	(81.90)	3.9%	2,116.00	638.43	30.2%
54171	Food Safety Recreation License	(285,629.00)	(241,346.44)	84.5%	285,629.00	145,131.54	50.8%
54172	Infant Immunization Grant	(17,452.00)	(5,654.40)	32.4%	17,452.00	7,610.55	43.6%
54174	Forward Health Outreach	(21,982.00)	(6,563.62)	29.9%	21,982.00	12,066.72	54.9%
54176	Environmental Health	(119,965.00)	(71,756.70)	0.0%	119,965.00	12,580.94	0.0%
54180	DHS Agreement	(111,388.00)	(9,390.66)	8.4%	111,388.00	58,121.21	52.2%
54182	HCET (Health Care, Ed & Tr)	(7,906.00)	(285.98)	3.6%	7,906.00	285.98	3.6%
54184	Childhood Lead Poisoning Prev.	(10,495.00)	(1,492.12)	14.2%	10,495.00	2,138.82	20.4%
54186	Charity Outreach Program	(500.00)	-	0.0%	500.00	179.97	36.0%
54190	Public Health Donation Expendi	(1,000.00)	(38.00)	3.8%	1,000.00	245.00	24.5%
		$ 2,855,622.00	**$ 1,675,210.60**	**58.7%**	**$ 2,855,622.00**	**$ 1,376,811.92**	**48.2%**

Attachment: 7-23 PH Board Financials (7818 : Public Health Director's Program and

Public Health Revenues vs Expenses Variance YTD through June 2023

CHIPPEWA COUNTY
Public Health
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Attachment: 7-23 PH Board Financials (7818 : Public Health Director's Program and