CHIPPEWA COUNTY

ADRC (AGING & DISABILITY RESOURCE CENTER) BOARD

REGULAR MEETING

JULY 7, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:45 PM

1. CALL TO ORDER

The ADRC Board meeting was called to order by Chair Kari Ives at 4:45 p.m.

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Kari Ives	Chippewa County	District 21 (Chair)	Present	
Patricia German	Chippewa County	Citizen Rep (Vice-Chair)	Present	
Larry Marquardt	Chippewa County	Citizen Rep	Present	
Don Hauser	Chippewa County	Citizen Rep	Present	
Mary Frasier	Chippewa County	Citizen Rep	Present	
Janet Mayer	Chippewa County	Citizen Rep	Present	
Glen Howell	Chippewa County	Citizen Rep	Present	

Others Present: Leslie Fijalkiewicz, ADRC Manager; Pauline Spiegel, Administrative Assistant; Tim Easker, Human Services Director; Paul Brenner, Senior Fiscal Manager; Ginger Dutton, Workforce Resource Presenter

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:	Don Hauser, Citizen Rep
SECONDER:	Patricia German, Citizen Rep (Vice-Chair)
AYES:	Ives, German, Marquardt, Hauser, Frasier, Mayer, Howell

1. Approve the agenda

2. Approve the Minutes

   ADRC (Aging & Disability Resource Center) Board - Regular Meeting - May 12, 2022 4:45 PM

3. Schedule next meeting date - September 8, 2022

5. REPORTS

1. Workforce Innovation Grant Presentation
   Ginger Dutton presented information on services provided through Workforce Resource to people ages 14 and up (includes seniors) looking for employment. They are located on the second floor of Dove Healthcare South off of County Highway I in Chippewa Falls. Workforce Resource does provide walk-in services. Workers help job seekers with career planning through grant funded programs. Ginger is

program director for the Innovative Grant Program that helps individuals learn/obtain career skills. Their motto is to empower people through employment.

RESULT:	**DISCUSSED**

2. ADRC Manager Report
ADRC Manager Leslie Fijalkiewicz presented the ADRC Manager Report. She highlighted several items from her written report: staff updates, Fortune Cookies play, Nutrition Program, ADRC contact data, Medicare and You presentations. The ADRC fiscal report through June was also reviewed.

RESULT:	**DISCUSSED**

3. ADRC Advocacy Report
ADRC Manager Leslie Fijalkiewicz shared current advocacy information on the Chippewa Valley Advocacy Training day September 20 at the Eagles Club in Chippewa Falls.
In addition, Leslie just received Older Americans Act advocacy information for legislative action regarding significant program cost increases. She will share this information with board members by email.

RESULT:	**DISCUSSED**

6. BUSINESS ITEMS

1. Review Draft Resolution to Create Part-Time Options Counselor in ADRC Effective September 2022
ADRC Manager Leslie Fijalkiewicz explained the purpose of the resolution to create a part-time Options Counselor position in the ADRC. The resolution was reviewed and recommended by the ADRC Board to forward to the Health & Human Services Board for their review and approval.

RESULT:	**REVIEWED [UNANIMOUS]**	**Next: 7/21/2022 7:45 AM**
MOVER:	Patricia German, Citizen Rep (Vice-Chair)	
SECONDER:	Mary Frasier, Citizen Rep	
AYES:	Ives, German, Marquardt, Hauser, Frasier, Mayer, Howell	

2. ADRC 2023 Fees and Donations
The recommended fees and donations for the 2023 ADRC budget were reviewed and approved.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Patricia German, Citizen Rep (Vice-Chair)
SECONDER:	Glen Howell, Citizen Rep
AYES:	Ives, German, Marquardt, Hauser, Frasier, Mayer, Howell

3. ADRC 2023 Budget
The 2023 ADRC budget was reviewed and approved to forward to the County Administrator as part of the overall Human Services 2023 budget.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Patricia German, Citizen Rep (Vice-Chair)
SECONDER:	Glen Howell, Citizen Rep
AYES:	Ives, German, Marquardt, Hauser, Frasier, Mayer, Howell

7. AGENDA ITEMS FOR FUTURE CONSIDERATION

Discussion on having an ADRC Board Training (ADRC 101) in August.

8. ADJOURN

ADRC Board meeting adjourned at 6:13 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Larry Marquardt, Citizen Rep
SECONDER:	Don Hauser, Citizen Rep
AYES:	Ives, German, Marquardt, Hauser, Frasier, Mayer, Howell

CHIPPEWA COUNTY

ADRC (AGING & DISABILITY RESOURCE CENTER) BOARD

REGULAR MEETING

MAY 12, 2022

CHIPPEWA COUNTY COURTHOUSE, RM 302

4:45 PM

1. CALL TO ORDER

The meeting was called to order by Chair Kari Ives at 4:45 PM.

2. ROLL CALL

Attendee Name	Organization	Title	Status	Arrived
Kari Ives	Chippewa County	District 21 (Chair)	Present	
Larry Marquardt	Chippewa County	Citizen Rep, Vice-Chair	Present	
Patricia German	Chippewa County	Citizen Rep	Present	
Don Hauser	Chippewa County	Citizen Rep	Present	
Mary Frasier	Chippewa County	Citizen Rep	Present	
Janet Mayer	Chippewa County	Citizen Rep	Present	
Glen Howell	Chippewa County	Citizen Rep	Absent	

Others Present: Leslie Fijalkiewicz, ADRC Manager; Tim Easker, Human Services Director; Renee Price, Administrative Assistant

3. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

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

4. ELECTION OF VICE-CHAIR

Patricia German was elected as vice-chair.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mary Frasier, Citizen Rep
SECONDER:	Larry Marquardt, Citizen Rep, Vice-Chair
AYES:	Ives, Marquardt, German, Hauser, Frasier, Mayer
ABSENT:	Howell

5. CONSENT AGENDA

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Janet Mayer, Citizen Rep
SECONDER:	Mary Frasier, Citizen Rep
AYES:	Ives, Marquardt, German, Hauser, Frasier, Mayer
ABSENT:	Howell

1. Approve the agenda

2. Approve the Minutes

ADRC (Aging & Disability Resource Center) Board - Regular Meeting - Mar 10, 2022 4:45 PM

6. REPORTS

1. ADRC 2021 Social Media Report - Breanna Schemenauer
ADRC Manager Leslie Fijalkiewicz presented social media information and data from June 2021 Facebook implementation to present time. Discussion on intent of having a Facebook page and also exploring doing more outreach through the ADRC website.

RESULT:	**DISCUSSED**

2. ADRC Manager Report
ADRC Manager Leslie Fijalkiewicz presented the ADRC Manager Report. She highlighted several items from her report: staff changes, dementia program updates, need for nutrition staff and Meals on Wheels volunteer drivers, the fiscal report and funding updates (appropriation of funds).

RESULT:	**DISCUSSED**

3. ADRC Advocacy Report
ADRC Manager Leslie Fijalkiewicz shared current advocacy information.

RESULT:	**DISCUSSED**

4. ADRC Modernization (State Initiative)
Leslie provided information on the State of Wisconsin's new initiative to modernize ADRCs in order to create efficiencies and get information distributed sooner. New technology with a virtual resource platform and client tracking system will be developed.

RESULT:	**DISCUSSED**

7. BUSINESS ITEMS

1. Set Regular Meeting Date and Time
The ADRC Board meetings will continue to be 4:45 p.m. the second Thursday of odd months. However, the next meeting (normally scheduled for July 14) will be July 7.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Patricia German, Citizen Rep
SECONDER:	Mary Frasier, Citizen Rep
AYES:	Ives, Marquardt, German, Hauser, Frasier, Mayer
ABSENT:	Howell

2. 2022 ADRC Program Prioritization
The 2022 ADRC program priority rankings as determined by the ADRC Board members were reviewed and approved.

Minutes Acceptance: Minutes of May 12, 2022 4:45 PM (Consent Agenda)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Mary Frasier, Citizen Rep
SECONDER:	Patricia German, Citizen Rep
AYES:	Ives, Marquardt, German, Hauser, Frasier, Mayer
ABSENT:	Howell

8. AGENDA ITEMS FOR FUTURE CONSIDERATION

Board members are asked to contact Leslie or Kari with suggestions for future agenda items.

9. ADJOURN

Meeting adjourned at 5:53 p.m.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Larry Marquardt, Citizen Rep, Vice-Chair
SECONDER:	Don Hauser, Citizen Rep
AYES:	Ives, Marquardt, German, Hauser, Frasier, Mayer
ABSENT:	Howell

CHIPPEWA COUNTY
Est. 1845
WISCONSIN

STATEMENT OF EXPLANATION
WORKFORCE INNOVATION GRANT PRESENTATION

Background: Ginger Dutton, Workforce Resource, Inc, will be providing information about the Workforce Innovation Grant and how it will benefit Chippewa County residents.

STATEMENT OF EXPLANATION
ADRC MANAGER REPORT

ADRC Manager Leslie Fijalkiewicz provides a division program and financial report.

Manager's Report to the ADRC Board
Leslie Fijalkiewicz

Board Meeting Date: July 7, 2022

1. **Staffing**
   - We have filled two of our three positions:
     Stephanie Rasmussen has been hired as the part-time Administrative Assistant.
     Jason Kolano has been hired as the nutrition Program Assistant.
   - We will be recruiting for the other Administrative Assistant position.

2. **Dementia programs updates**
   We had 60+ attendees at the Fortune Cookies play! This was a first time a Remember Project play was brought to Chippewa County. It was exciting to see this type of turnout!

3. **Nutrition program**
   - Senior Dining meals restarted at the Chippewa Falls Senior Center. Attendance has been low but we expect the numbers to climb again as we begin to promote it more.
   - No date to restart Senior Dining in Bloomer has been set but we are working on that. We have made some significant changes in our Meals on Wheels there and those changes will have an impact on how we incorporate the meals in the dining room.
   - Gas cards have been purchased to provide this, in addition to the mileage reimbursements, to volunteers. For every 100 miles driven for Meals on Wheels, a volunteer can get a $10 gas card. We have purchased them from Cenex, Kwik Trip, and Holiday. As long as funds exist to do this (ARPA) we will continue while gas remains above $4/gallon.
   - Meals on Wheels America collected data on participants as it relates to COVID. (Attachment 5.2c)

4. **Advocate Training is just around the corner. (September 20, 1-3pm) Sign up soon!** (Attachment 5.2d)

5. **Data on ADRC Contacts January through June (does not include EBS and DBS)**
   Alzheimers's and Other Dementia as topic discussed
   2019 – 105 contacts
   2021 – 200 contacts
   2022 – 241 contacts
   Home Services (in-home supports like meals, housekeeping, personal care, etc.)
   2019 – 612 contacts
   2021 – 374 contacts
   2022 – 636 contacts

6. **Medicare and You coming soon**
   Michelle Fellom, our new Elder Benefits Specialist, will be resuming the Medicare and You workshops. Typically, it takes a new EBS at least six months before they can offer these but Michelle has a volunteer with a unique set of skills that will be helping! Mary Rudd, the EBS for Chippewa County from 1997-2019 is going to be working with Michelle to offer these excellent workshops.

Fiscal Report to ADRC Board
Though June 2022
50 % of year

Program/Grants	Budgeted Amount	Expenses	Revenue	Remaining Grant	% Budget Expended
ADRC Grants (includes Dementia Care Specialist)	$ 989,675	$ 373,185	$373,185	$616,490	38%
Nutrition Program (grants & donations)	498,938	171,255	171,255	327,683	34%
Nutrition CARES Act		$35,580		0	100%
Transportation (85.21 grant, levy, donations)	226,921	90,522	230,423	136,399	40%
Other Non-COVID Grants	226,437	75,758	75,758	150,679	33%
ARPA Grants				$136,406	0%
TOTALS	**$1,941,971**	**$746,300**	**$850,621**	**$1,367,657**	**38%**

COVID-19 FACT SHEET

MEALS on WHEELS AMERICA

UNITED STATES 2021

This fact sheet presents the latest data collected as the COVID-19 pandemic was affecting the United States in 2020 through mid-2021. The situation may have changed since data collection.

Many older adults struggled with hunger and isolation before the coronavirus pandemic. The pandemic exacerbated these issues and increased the need for services like Meals on Wheels.

55%

OVER HALF OF ADULTS aged 60 and older reported at least **ONE UNMET NEED.***

*Help with housing costs, access to quality healthcare, picking up groceries, etc. as of late 2020

40% OF OLDER ADULTS needed help with having enough activities to keep busy at home and/or with **STAYING SOCIALLY CONNECTED** while physically distancing.

18% needed help with **AFFORDABLE FOOD** to meet their dietary needs.

Senior hunger, social isolation, anxiety and depression rose dramatically at times during the pandemic.

The proportion of seniors aged 60 and older who sometimes or often **DIDN'T HAVE ENOUGH TO EAT** rose from:

2.8% (2019) → **4.9%** (2020)

A 75% INCREASE

1 IN 4 ADULTS aged 65 and older reported **ANXIETY OR DEPRESSION** during the pandemic.*

*This was substantially higher than the 1 in 10 (11%) older adults with Medicare who reported depression or anxiety in 2018.

Even pre-pandemic, many seniors faced challenges of paying for housing and other necessities, in addition to food.

In 2018, **53% OF RENTERS** aged 62 and up were cost burdened, meaning they paid more than **30% OF THEIR INCOME** for rent and utilities.

In late 2020, **18% OF ADULTS** aged 60 and older reported needing help with **BEING ABLE TO AFFORD PRESCRIPTION MEDICATIONS.**

With help from emergency pandemic relief funding, Meals on Wheels programs greatly increased their home delivery services.

At their highest numbers served during the pandemic, programs reported delivering an average of about

100% MORE HOME-DELIVERED MEALS

weekly than they were before the pandemic began.

As of July 2021, programs were still serving an average of

57% MORE MEALS

weekly than they were before the pandemic began.

In November 2020, 4 out of 5 local programs agreed, **"NEW CLIENTS ARE HERE TO STAY."**

Programs quickly adapted services to safely meet clients' needs during the pandemic.

CHANGING SERVICES PROVIDED (Nov. 2020)

98% OF PROGRAMS said they had reworked one or more areas of service or operation because of COVID-19. **90%** reworked home-delivered meal options and logistics.

TAPPING LOCAL PARTNERSHIPS (July 2020)

47% OF PROGRAMS had tapped local partnerships to help fill gaps, provide emergency meals, etc.

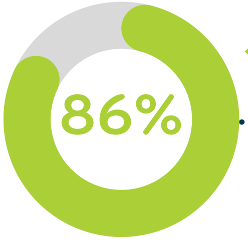
PROVIDING CONGREGATE MEAL SERVICES IN ALTERNATIVE FORMATS (July 2020)

47% OF PROGRAMS were serving congregate meal program clients in alternative formats, such as drive-thru or curbside pick-up.

DEVELOPING SOCIAL CONNECTION PROGRAMS (Nov. 2020)

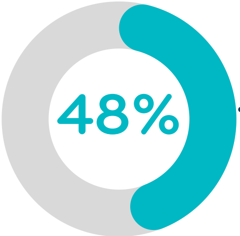
56% OF PROGRAMS had at least some clients participating in a service they developed to address social isolation.

The need is greater than the majority of Meals on Wheels programs can meet without more resources.



In late 2020, nearly 9 in 10 programs said there was an **UNMET NEED FOR HOME-DELIVERED MEALS** in their community.

In 2021, nearly half of programs said they would **NOT BE ABLE TO SUPPORT** their current client base without infusions of funding beyond their typical funding.



Plus, programs' costs have gone up during the pandemic.

88% OF PROGRAMS SAID THEIR OPERATIONAL COSTS HAD INCREASED.

Meals on Wheels programs require sustained and expanded funding to continue providing existing services to meet the unmet need and to address senior hunger and isolation in their communities.

Information data sources available at www.mealsonwheelsamerica.org/facts.

You are Invited to:

Chippewa Valley Advocacy Training Day

Guest Speaker: Janet Zander, Advocacy & Public Policy Coordinator from the Greater WI Agency on Aging Resources Inc.

Tuesday September 20, 2022

1:00 pm - 3:00pm

Location:

Eagles' Club
2588 Highway 53
Chippewa Falls, WI 54729

(Bus. 53 across from Blain's Farm & Fleet)

Chippewa Valley Advocacy Training Day will help you:

- Find out who your legislators are
- Have productive conversations with your elected officials
- Learn how to connect with other advocates in your area
- Hear the latest state and federal policy updates affecting older adults and adults with disabilities

To Register:

- Scan the QR code

OR

- Go To: www.adrcevents.org and click on the calendar event for September 20, 2022

OR

- Call 715-839-4735
1-888-338-4636 tty: use Relay (711)

This event is open to anyone living in the Chippewa Valley and is brought to you free of charge by the following sponsors:

GWaar Greater Wisconsin Agency on Aging Resources, Inc.

ADRC Aging & Disability Resource Center

CIL Western Wisconsin

STATEMENT OF EXPLANATION
ADRC ADVOCACY REPORT

A significant function of ADRCs and ADRC Boards are to provide advocacy. ADRC Manager Leslie Fijalkiewicz will provide a brief summary of recent and upcoming advocacy events as well as local, legislative, and other advocacy issues of concern.

DRAFT

STATEMENT OF EXPLANATION

Resolution No.

RESOLUTION TO CREATE A PART-TIME OPTIONS COUNSELOR POSITION IN THE AGING & DISABILITY RESOURCE CENTER

Passage of this resolution will create a part-time Options Counselor position in the Aging & Disability Resource Center Division of the Department of Human Services (ADRC). This position will primarily administer the Long-Term Functional Screen to persons wishing to be screened that meet one of the eligible target groups as identified by the State of Wisconsin. In addition, this position will be filled immediately and is fully funded with the current ADRC grant.

The Wisconsin Department of Health Services, which oversees the Home and Community Based Long Term Care Program, requires that a Long-Term Care Functional Screen be completed within 30 days of the request. Currently, the ADRC is unable to meet this requirement for more than half of the screens administered. Creating a part-time Options Counselor position that will work almost exclusively on these screens will provide Chippewa County residents with more timely service.

Changes were made by the State to existing funding which allows for greater flexibility in spending. This means that funds that were previously unable to be spent can now be fully expended in a way that benefits Chippewa County residents seeking assistance from the ADRC. The consequences of not creating this position are that eligible persons will wait longer to be served, thereby increasing the risk of adverse events. These adverse events increase taxpayer liability in the form of State and Federal Medicaid spending as well as potential Adult Protective Services involvement, which has an impact on County resources.

Without the addition of the requested position to address the wait times for the Long-Term Care Functional Screen administration, the ADRC will remain out of compliance. This resolution will authorize the use of ADRC funds to improve customer service in the form of additional Options Counseling hours in 2022 and in future fiscal years.

Resolution No.

RESOLUTION TO CREATE A PART-TIME OPTIONS COUNSELOR POSITION IN THE AGING & DISABILITY RESOURCE CENTER

WHEREAS, the Aging & Disability Resource Center Division of the Department of Human Services (ADRC) strives to provide older adults and people with physical and intellectual disabilities the resources needed to live with dignity and security and achieve maximum independence and quality of life; and

WHEREAS, the ADRC is designated by the State of Wisconsin as the agency responsible for administering the Long-Term Care Functional Screen that determines eligibility for the Family Care and IRIS programs; and

WHEREAS, Chippewa County has experienced a 35% increase in older people in the last 12 years, with an anticipated growth rate of 12% over the next 5 years and by the year 2040 it is expected that nearly 30% of Chippewa County residents will be over the age of 60; and

WHEREAS, there has also been a 50% increase in the number of persons with dementia, and over a 60% increase in the number of persons with intellectual disabilities served by the ADRC over the past four years; and

WHEREAS, the State of Wisconsin requires that the Long-Term Care Functional Screen be completed within 30 days of the time the request is made; and

WHEREAS, the creation of a part-time Options Counselor position in the ADRC would provide more timely service to Chippewa County residents requesting administration of the Long-Term Care Functional Screen; and

WHEREAS, funding has become available through the existing ADRC grant, which provides more flexibility in how that grant funding is used; and

WHEREAS, it is the recommendation of the Manager of the ADRC, the Director of Human Services and the County Administrator that the ADRC be provided with a Part-Time Options Counselor to provide services to older persons and adults with disabilities; and

WHEREAS, this request to create one (1) part-time Options Counselor position within the ADRC is being made as a 2022 mid-year request and would be funded within the current operating budget; and

WHEREAS, the ADRC Board and the Health and Human Services Board have reviewed and approve the creation of one (1) part-time Options Counselor position within the ADRC;

NOW, THEREFORE BE IT RESOLVED, that effective upon passage of this resolution, one (1) part-time Options Counselor position is hereby created in the Aging & Disability Resource Center Division of the Department of Human Services to improve customer service by reducing wait times for the Long-Term Care Functional Screen; and

BE IT FURTHER RESOLVED, that this position shall be funded through ADRC grants/allocations; and

BE IT FURTHER RESOLVED, that should 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.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded by Aging & Disability Resource Center State Aid allocation

Wages & Benefits	$48,952
Other Costs	2,000
Total 2022 Estimated Cost	$50,952

08/2/2022	**Executive Committee**

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel 6/27/2022

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director 6/27/2022

Randy B. Scholz

Randy B. Scholz, County Administrator 6/27/2022

CHIPPEWA COUNTY Est. 1848 WISCONSIN

CHIPPEWA COUNTY
Department of Administration
Personnel Administration Change Form

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

Department: DHS Division: ADRC

Current Job Description Title: Options Counselor LTE Anticipated Start Date: September 2022

Proposed Job Description Title: (if different) Options Counselor PT

Direct Supervisor: Leslie Fijalkiewicz

Current/Past Employee Name (blank if new position): Jessica Gibson No. of Years Served in Position: 3

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):

Aging population and increased demand for services from the ADRC along with an increase in funding for the position from the state.

Bargaining Unit: ☐ LAW-Nurses ☐ 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?):

Position has been LTE but we have been unable to keep up with demand as population of persons age 60+ continues to rise. This position will continue to specialize in performing the Long Term Care Functional Screen (LTCFS) which is a lengthy process. This means the other Options Counselors will have fewer of these to do, thereby freeing them up to provide improved customer service in other areas.

Most of our LTCFS are not completed within the required 30 day time frame.

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

Chippewa county performance evaluation. Timely/accurate completion of functional screens.

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:

The position was LTE but more hours are needed to accommodate the overall agency workload

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 7 hours/ 4 days per week though could vary due to customer needs
(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

What are the consequences of **not** taking this personnel action?

We will continue to be non-compliant with timelines for completing LTCFS; As population continues to age, timelines for phone call returns, home visits, and other activities will continue to get longer and longer. This position can improve these issues though admittedly not solve completely. However, this is all our budget can afford at this time.

What is the impact of not filling the position in:

3 months: By not increasing to PT we will continue to remain non-compliant with timelines and fall further behind due to demand.
6 months: Same as above
12 months: Same as above
Not at all: Same as above

For new positions, is there office space available for this position? ☒ Yes ☐ No
Will this require an office move/relocation? ☐ Yes ☒ No
Can the position costs be offset by eliminating or reducing a lower priority function? ☐ Yes ☒ No
Please explain:

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

Effectively communicate information about programs, services, and resources to all residents and county employees.

*ADRC services are available to residents age 60+, those with a disability or the family/friends that care about their well-being. Currently 1 out of every 4 residents is age 60+. This position would serve adults of all ages who have medical conditions that significantly increase their need for long term care.

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2022 BUDGETED AMOUNT FOR POSITION (From 2022 PCR and BER)

24,423.75 + 4,420.70 = 28,844.45 OK [illegible]

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

Number of Hours Budgeted for Position per 2022 Personnel Cost Report: 975

General Ledger Account Number to Charge Salary to: 205-70-54600

(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) $25.50/hr of Pay Grade P

$25.50 (Starting Hourly Rate) X 1500 (Maximum Hours (2080, 1500, 1040 or 975)) = $ 38,250 (Total Wages Minimum Impact)

$ 38,250 (Total Wages Minimum Impact) + $ 7,076.25 (Fringe Benefits* (Use percentage below)) + 0 (Health Insurance **) = $ 45,326.25 OK [illegible] (**Total Minimum Fiscal Impact 2022**)

Position Point Fiscal Impact Position Point Wage/Max Step (WPPA) $27.54/hr of Pay Grade P

$27.54 (Position Point Hourly Rate) X 1500 (Maximum Hours (2080, 1500, 1040 or 975)) = $ 41,310 (Total Wages Maximum Impact)

$ 41,310 (Total Wages Position Point Impact) + $ 7,642.35 (Fringe Benefits* (Use percentage below)) + 0 (Health Insurance **) = $ 48,952.35 OK [illegible] (**Total Maximum Fiscal Impact 2022**)

* Percentages to Use:				
	General WRS Position:	18.5%	Current LTE:	17.9%
	Protective WRS Position:	24%	New LTE:	11.5%

**Health Insurance Annual Premium: Full Time = $23,988 WPPA = $21,589

As of 6/17 DK:

2022 ACTUAL YEAR-TO-DATE EXPENDED FOR POSITION (To be completed by Finance Division)

10,671.44 (Wage Less Overtime) + 1,189.87 (Fringe Benefits Less Overtime) = 11,861.31 (**Total YTD Expended for Position**)

Retirement/Resignation Pay out Amount: – 0 – Budgeted Amount: NA

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	$ 2000
Training expenses (including memberships)	$ 0
Computer equipment	$ 0
Office furniture and supplies	$ 0
Other operating expenses	$ 0
Renovation/relocation costs	$ 0
Total Other Costs	$ 0

2022 FUNDING SOURCES

☒ Federal/State (Specify) ADRC grant	100 %	$ 50,952.25
☐ County Tax Levy	%	$
☐ County Other (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Grant (Specify)	%	$
☐ Other (Specify)	%	$
TOTAL	100%	$ 50,952.25 *

***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:

Confirmed with state office that there is no consideration to end this funding.

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. Positions will not be considered absent job descriptions.

1. Tim Easker 6/14/22
Department Head Recommendation Date

2. [signature] 6/14/22
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. Lori Zwiefelhofer 6/14/22
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [signature] 6-15-22
County Administrator Approval Date
☒ Approved ☐ Denied

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

Comments: ______________________

CHIPPEWA COUNTY
JOB DESCRIPTION

Job Title: Options Counselor I, II, III

FLSA: Exempt

Salary Range: Options Counselor I - O
Options Counselor II – P
Options Counselor III - Q

Reports To: ADRC Manager

Department: Human Services

Date: January 2022

JOB SUMMARY

The job duties of the Options Counselor I, II, and III include but are not limited to providing the following types of services to older adults, persons with disabilities, and their families, friends, caregivers and advocates: information and assistance, options counseling, access to public and private programs and benefits, access to publicly funded long-term care programs and services, enrollment and disenrollment counseling, access to emergency and adult protective services, transitional services for students, consumer and ADRC advocacy, and outreach activities.

DUTIES AND RESPONSIBILITIES

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

Administrative Functions:

- Work to achieve involvement and participation of the consumer, consumer's family, and consumer's natural support system in resolving problems.
- Evaluate consumer's immediate situation and provide information about options available to meet current needs.
- Refer consumers to appropriate resources in crisis situations.
- Educate consumers about available community resources and how to independently gain access to needed services.
- Advise consumers when services are neither available nor appropriate. Advocate on behalf of the consumer when barriers exist.
- Complete written documentation in a timely manner as required by state contract.
- Develop professional knowledge and skills by attending training events, conferences, workshops and staff meetings.
- Speak to the community and other organizations to provide public education about ADRC related programs and services.
- Develop and maintain the ability to problem-solve and to perform duties in an independent manner while exercising good judgment.
- Provide Options Counselor using Wisconsin Department of Health Services (DHS) required model
- Administer Long Term Care Functional Screen for those requesting, using Wisconsin DHS required process

- Provide Enrollment Counseling for individuals wishing to enroll into the Medicaid Family Care or IRIS program.
- Provide Fiscal Employer Agent (FEA) Enrollment Counseling for those enrolling in IRIS
- Use discretion with consumers; observe rules of confidentiality and maintain non-judgmental attitude.
- Other duties as assigned or indicated in the state contract's Scope of Services.

Customers:
- Persons age 60+, persons age 17 ½ + with disabilities, and families, friends, caregivers, advocates and others who ask for assistance on their behalf

Team Members:
- Co-workers
- Community partners
- Potential community partners

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:

Options Counselor I
- Bachelor degree in a Health or Human Services related field required.
- State of Wisconsin Long Term Care Functional Screen Certification within one (1) year of date of hire required.
- Social Work Certification within two (2) years of hire preferred.
- Certified Memory Screener within one (1) year of hire required.
- Certified Options Counselor within one (1) year of hire required.
- A valid driver's license required.
- A cell phone is recommended.

Options Counselor II
- Bachelor degree in a Health or Human Services related field required.
- State of Wisconsin Long Term Care Functional Screen Certification within one (1) year of date of hire required.
- Social Work Certification within two (2) years of hire preferred.
- Certified Memory Screener within one (1) year of hire required.
- Certified Options Counselor within one (1) year of hire required.
- Minimum of three (3) years related experience required.
- A valid driver's license required.
- A cell phone is recommended.

Options Counselor III

- Master's degree in a Health or Human Services related field required.
- State of Wisconsin Long Term Care Functional Screen Certification within one (1) year of date of hire required.
- Social Work Certification within two (2) years of hire preferred.
- Certified Memory Screener within one (1) year of hire required.
- Certified Options Counselor within one (1) year of hire required.
- Minimum of three (3) years related experience required.
- A valid driver's license required.
- A cell phone is recommended.

Note: Placement at Option Counselor I, II or III upon hire will be determined based on qualification requirements listed under Education and/or Experience. Current employees requesting a change shall refer to Procedure for Requesting a Pay Grade Adjustment on the Employee Portal.

SKILLS AND ABILITIES

- Ability to maintain a professional demeanor when dealing with the public.
- Ability to establish customer relationships and have strong interpersonal skills.
- Ability to relate effectively with consumers, coworkers and the public.
- Ability to work with consumers who have hearing, vision and cognitive impairments.
- Knowledge of laws and regulations of the State of Wisconsin that affect the delivery of services by the Department of Human Services.
- Working knowledge of Chapter 51, 54 and/or 55.
- Ability to comprehend, retain and apply County, State, and Federal policies and legislation, i.e. local ordinances, procedure manuals, codes, etc.
- Working knowledge of the Scope of Services for the Contract between WI DHS and the ADRC of Chippewa County.

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 and GIS data 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 effectively communicate to small and large groups about the ADRC and other topics consistent with the state contract Scope of Services.
- Ability to 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.

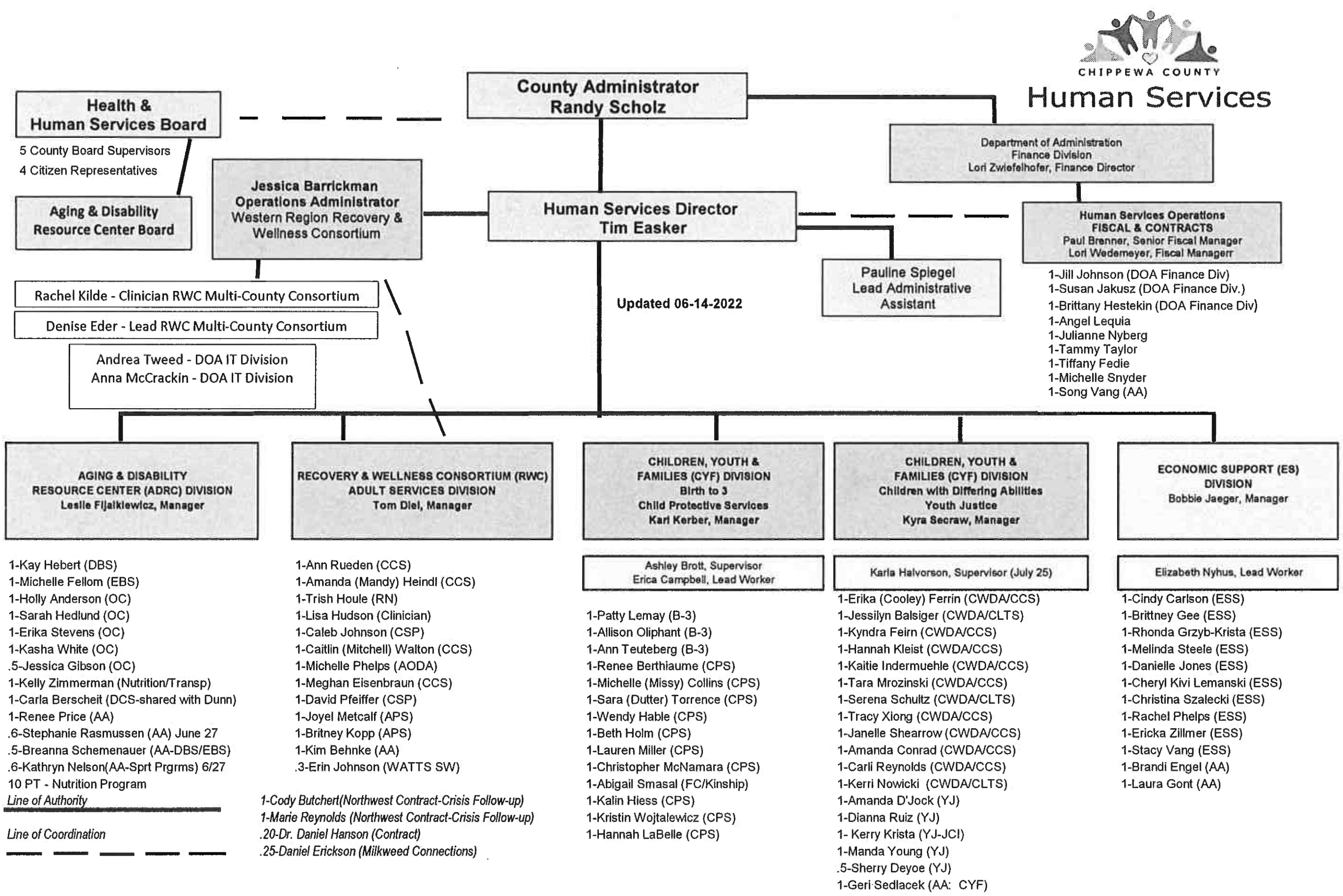
Physical Environment:

- 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 consumers in their homes or other environments that are both suitable and safe.
- Dangerous or intense situations can develop that require exercising good judgment, removing yourself when warranted and/or recognizing when assistance is needed.
- May require travel in all types of weather conditions and changing temperatures.

Chippewa County Department of Human Services
Organizational Chart - Employees



Attachment: Resolution to Create a Part-Time Options Counselor in the ADRC 06-27-2022 (7154 : Review Draft Resolution to Create Part-Time

STATEMENT OF EXPLANATION
ADRC 2023 FEES AND DONATIONS

Background: Preparation of the 2023 Budget requires estimating our revenues from fees and donations. Co-pay or Fee is established for Transportation Program. Suggested donations are established for Older Americans Act programs.

Action: The recommendation to the ADRC Board is to maintain the NFCSP, Health promotion, and in-home support program suggested donations; increase the nutrition program suggested donation from $4.00 to $4.50; increase the transportation co-pay from $4 to $5 per one-way trip with an added charge of $10 for trips exceeding 100 miles.

STATEMENT OF EXPLANATION
ADRC 2023 BUDGET

Background: ADRC 2023 Budget is presented by Leslie Fijalkiewicz, Tim Easker, and Paul Brenner through a PowerPoint presentation and handouts. Challenges and opportunities in the budget are also presented.

Action: The recommendation to the ADRC Board is to approve the 2023 budget to forward to the Chippewa County Administrator.

Chippewa County
Department of Human Services
Aging Disability Resource Center

Aging & Disability Resource Center Board
2023 Budget Highlights & Recommendations
Leslie Fijalkiewicz, ADRC Manager

Budget Process

As in previous years we use a combination of zero-base and historical revenues/expenditures.

We also look at how much have we spent so far this year and how do we expect to finish out this year.

We also reviewed some of 2020 and 2019 revenue and expenses with recognition that COVID impacted 2020 profoundly in many areas.

Budget Challenges in 2023

- Uncertainty of fuel prices and the impact.
- We are blessed with longevity in many positions but that comes with greater wage and benefit increases for many positions.
- Continued inability to use 2020 data to forecast some expenses and all donations.
- Utilization of ARPA funds without creating reliance on it.

Wages & Benefits Comparison

	2022	2023
Wages:	$729,965	$740,461
Health & Fringe:	$340,486	$315,247
	$1,070,451	$1,055,708

$14,743

ADRC Budget Comparison

2018 - $2,043,640
2019 - $2,023,393
2020 - $1,982,626
2021 - $1,826,630
2022 - $1,941,971
2023 - $1,976,701

2023

- Will be using our ARPA funds in several areas.
- Older Americans Act funding formula change will adversely affect Chippewa County.

2023 Revenue & Expenditures

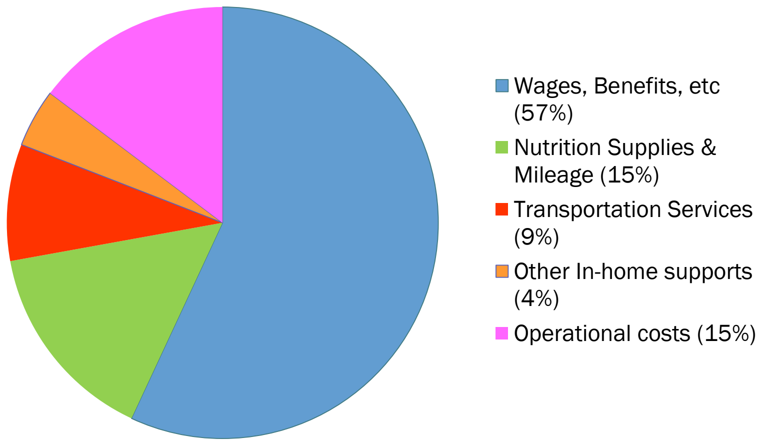
Revenues

- Anticipated 5 percent decrease in Older Americans Act funding (approximately $17,000).
- ARPA funds will continue to be available for Older Americans Act grants only.
- Increases in suggested donation and co-pays.
- Increase in Family Care & IRIS meal price.

Expenditures

- We continue to deal with the fact that most wages/benefits are in areas that we have no ability to generate more income.
- Demand for services such as meals, rides and respite services expected to continue increasing.
- Fuel prices will impact nutrition program.
- Labor market and contracted services likely to continue having an impact.

Expenses Related to Overall Budget



2023 Fees & Donations

	Current Rate	Recommended 2023 Rate	Fiscal Impact
Senior Dining *(suggested donation)*	$ 4.00 / meal	$4.50 / meal	Approx. $10,000
Transportation *(fee)*	$ 4.00 / ride ($8 round trip)	$ 5.00/one way trip $10 add-on charge for trips over 100 miles	Approx. $5,000
In-Home Support Program *(suggested donation)*	$10 / visit	$10 / visit	none
NFCSP *(suggested donation)*	$10 / visit $5 supplemental services costs	$10 / visit $5 supplemental services costs	none none
Health Living Programs *(suggested donation)*	$10 / workshop series	$10 / workshop series	none

Possible Additional Revenue

- Increase in number of IRIS and Family Care meals as other options become limited for ensuring nutritional health.
- State biennial budget process.
- Federal annual budget process (Older Americans Act).

2024 and Beyond

- More older people and people with disabilities but that also means more retirees as potential volunteers.
- Continuous quality improvement of our online presence will help people get information sooner and empower them to move forward without our assistance.
- Need to be diligent in our efforts to reach those who don't use computers or the internet.
- Lessons from service delivery during COVID will hopefully prompt changes from Wisconsin DHS requirements.
- Partnerships continue to be even more important.

Extended Budgeting

Budget Summary Justification

CHIPPEWA COUNTY

User: pbrenner
Printed: 6/30/2022 - 8:51 AM
Budget Type: DH Requested
Revision: 1
Current Actual YTD: 06/30/22

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-70-54600 ADRC							
435515	State Aid - ADRC & Aging	380,086.00	393,463.00	380,068.00	94,374.00	380,068.00	454,104.00
435516	State Aid - MA Matching Fundin	359,658.00	379,272.78	337,041.00	63,662.00	337,041.00	367,224.00
435518	State Aid - MFP	0.00	28,943.00	26,582.00	1,459.00	26,582.00	0.00
435519	State Aid - MFP MA Match	0.00	31,714.00	22,480.00	0.00	22,480.00	0.00
485050	In Kind Contributions	49,600.00	42,743.52	63,376.00	21,190.70	63,376.00	63,376.00
493000	Fund Balance Applied	29,000.00	0.00	34,000.00	0.00	34,000.00	39,000.00
	Total revenue without property tax:	**818,344.00**	**876,136.30**	**863,547.00**	**180,685.70**	**863,547.00**	**923,704.00**
511100	Salaries and Wages	446,538.00	445,044.07	460,105.00	190,237.73	460,105.00	492,834.00
511200	Overtime	0.00	0.00	0.00	36.28	75.00	0.00
514100	Per Diem/Mileage - Committee	1,200.00	1,341.64	1,500.00	452.91	1,500.00	1,500.00
515000	Fringe Benefits	82,229.00	78,219.42	85,278.00	33,315.82	85,278.00	91,300.00
515400	Health Insurance Benefit	118,073.00	108,538.70	126,313.00	52,448.42	126,313.00	124,551.00
521200	Contracted Services	3,000.00	10,829.84	0.00	440.49	720.00	16,000.00
521251	Contracted Services-Non Grant	29,000.00	20,360.00	34,000.00	10,590.00	34,000.00	39,000.00
521300	Accounting & Auditing Services	1,316.00	1,120.50	1,400.00	489.38	1,400.00	1,200.00
522300	Cell Phone Costs	2,225.00	2,375.05	4,286.00	1,261.95	4,286.00	2,500.00
522500	Telephone	739.00	863.86	975.00	494.32	975.00	925.00
531000	Office Supplies	393.00	1,147.43	300.00	268.17	300.00	1,200.00
531100	Postage	2,800.00	3,057.84	500.00	963.13	500.00	2,000.00
531200	Copies/Printing	164.00	149.80	200.00	1,062.25	200.00	200.00
531400	Equipment < $5,000	0.00	947.00	2,000.00	218.10	2,000.00	1,100.00
531500	Maintenance/Service Agreements	850.00	1,212.59	510.00	340.00	510.00	1,450.00
531900	Sundry/Miscellaneous	0.00	260.00	100.00	260.00	100.00	50.00
532200	Public Education/Materials	0.00	7,451.25	3,500.00	1,062.77	3,500.00	2,500.00
532400	Memberships & Dues	600.00	270.00	1,000.00	145.00	1,000.00	750.00
533000	Mileage/Travel	7,520.00	1,729.75	5,000.00	961.98	5,000.00	5,000.00
533500	Conventions & Meetings	6,675.00	2,272.87	4,400.00	804.25	4,400.00	2,750.00
551900	Insurance Allocation	2,155.00	2,189.41	2,630.00	0.00	2,630.00	2,400.00
592999	Transfer Out	0.00	78,602.30	0.00	0.00	0.00	0.00
595200	AMSO Expenditure Transfer	63,267.00	62,820.41	66,174.00	19,979.94	66,174.00	71,118.00

Attachment: 6.3b EBC-Budget Justification (7163 : ADRC 2023 Budget)

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
598000	Indirect Cost Allocation	49,600.00	42,743.52	63,376.00	21,190.70	63,376.00	63,376.00
	Total expense:	**818,344.00**	**873,547.25**	**863,547.00**	**337,023.59**	**864,342.00**	**923,704.00**
	Revenue - Expense:	**0.00**	**2,589.05**	**0.00**	**-156,337.89**	**-795.00**	**0.00**

Submitted by: ______________________________ ______________

Department/Division Head Date

Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		454,104.00	
	Total 435515 State Aid - ADRC & Aging:		454,1(
435516	**State Aid - MA Matching Fundin**		
		367,224.00	
	Total 435516 State Aid - MA Matching Fundin:		367,22
485050	**In Kind Contributions**		
		63,376.00	
	Total 485050 In Kind Contributions:		63,37
493000	**Fund Balance Applied**		
	Dementia-related protective placements	29,000.00	
	Age 60+ in-home supports	10,000.00	
	Total 493000 Fund Balance Applied:		39,0(
	Total revenue:		**923,7(**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	492,834.00	
	Total 511100 Salaries and Wages:		492,83
514100	**Per Diem/Mileage - Committee**		
	Estimated based on 2021 actual	1,500.00	
	Total 514100 Per Diem/Mileage - Committee:		1,5(
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	91,300.00	
	Total 515000 Fringe Benefits:		91,3(
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	124,551.00	
	Total 515400 Health Insurance Benefit:		124,5:
521200	**Contracted Services**		
	2023 Proposed LTE to part time position	16,000.00	

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 521200 Contracted Services:	16,00
521251	**Contracted Services-Non Grant**		
	Age 60+ in-home supports	10,000.00	
	Dementia-related protective placemnts	29,000.00	
		Total 521251 Contracted Services-Non Grant:	39,00
521300	**Accounting & Auditing Services**		
	Allocated portion of CLA invoices	1,200.00	
		Total 521300 Accounting & Auditing Services:	1,20
522300	**Cell Phone Costs**		
	Based on prior year actual cost	2,500.00	
		Total 522300 Cell Phone Costs:	2,50
522500	**Telephone**		
	Based on prior year actual cost	925.00	
		Total 522500 Telephone:	92
531000	**Office Supplies**		
	Based on prior year actual cost	1,200.00	
		Total 531000 Office Supplies:	1,20
531100	**Postage**		
	Prior year actual cost reduced by 50% (fewer COVID-related mailings)	2,000.00	
		Total 531100 Postage:	2,00
531200	**Copies/Printing**		
	Special printing at Clerk's office	200.00	
		Total 531200 Copies/Printing:	20
531400	**Equipment < $5,000**		
	Unplanned replacement estimate	1,100.00	
		Total 531400 Equipment < $5,000:	1,10
531500	**Maintenance/Service Agreements**		
	Facebook fees	1,450.00	

Account Number	Description	Amount	Total
PRELIMINARY			
	Total 531500 Maintenance/Service Agreements:		1,45
531900	**Sundry/Miscellaneous**		
	Background checks - volunteers	50.00	
	Total 531900 Sundry/Miscellaneous:		5
532200	**Public Education/Materials**		
	Flyers, newspaper and outreach. Prior year reduced by 2/3 due to decrease in COVID outreach	2,500.00	
	Total 532200 Public Education/Materials:		2,50
532400	**Memberships & Dues**		
	National Assoc of ADRC's, WI Association of Benefit Specialists, NCOA Professionals, ADRC Professionals	750.00	
	Total 532400 Memberships & Dues:		75
533000	**Mileage/Travel**		
	Estimated - expected increase due to COVID decline	5,000.00	
	Total 533000 Mileage/Travel:		5,00
533500	**Conventions & Meetings**		
	Staff training - 11 staff @ $250/each	2,750.00	
	Total 533500 Conventions & Meetings:		2,75
551900	**Insurance Allocation**		
	Allocation from DOA	2,400.00	
	Total 551900 Insurance Allocation:		2,40
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	71,118.00	
	Total 595200 AMSO Expenditure Transfer:		71,11
598000	**Indirect Cost Allocation**		
	Based on Indirect Cost Plan	63,376.00	
	Total 598000 Indirect Cost Allocation:		63,37
	Total expense:		**923,70**

Account Number	Description	Amount	Total
PRELIMINARY			
	Total Account # 205-70-54600 ADRC Detail:		

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54601 Congregate							
435515	State Aid - ADRC & Aging	139,198.00	8,565.00	127,987.00	4,500.00	127,987.00	88,470.00
435517	State Aid - NSIP	0.00	0.00	15,000.00	0.00	15,000.00	3,478.00
465610	Other Revenues	37,181.00	730.00	29,101.00	577.00	29,101.00	22,000.00
481000	Interest Income	0.00	1.03	0.00	0.22	1.00	0.00
485050	In Kind Contributions	23,937.00	534.09	23,937.00	0.00	23,937.00	23,937.00
	Total revenue without property tax:	**200,316.00**	**9,830.12**	**196,025.00**	**5,077.22**	**196,026.00**	**137,885.00**
511100	Salaries and Wages	59,763.00	3,921.36	56,390.00	5,886.27	56,390.00	34,852.00
514100	Per Diem/Mileage - Committee	0.00	175.00	0.00	0.00	0.00	0.00
515000	Fringe Benefits	9,054.00	501.84	10,259.00	1,029.61	10,259.00	6,362.00
515400	Health Insurance Benefit	5,881.00	1,085.80	6,162.00	2,748.76	6,162.00	5,997.00
521200	Contracted Services	2,300.00	126.99	2,300.00	0.00	2,300.00	2,300.00
522300	Cell Phone Costs	1,969.00	1,795.93	1,140.00	813.11	1,140.00	900.00
529900	Contracted Food Costs	80,000.00	4,663.32	80,000.00	439.07	40,000.00	40,000.00
531000	Office Supplies	0.00	127.95	0.00	0.00	0.00	0.00
531100	Postage	0.00	0.00	0.00	0.00	0.00	400.00
531400	Equipment < $5,000	3,382.00	341.26	500.00	285.31	500.00	1,000.00
533000	Mileage/Travel	61.00	0.00	100.00	0.00	100.00	200.00
533500	Conventions & Meetings	185.00	135.00	200.00	45.00	200.00	175.00
534901	Raw Foods	0.00	8.99	0.00	0.00	0.00	175.00
534902	Consumable Supplies	800.00	12.52	800.00	45.94	800.00	4,000.00
553200	Rentals/Office Space	3,498.00	356.46	4,650.00	117.81	4,650.00	8,000.00
578408	In Kind-Administration	23,937.00	534.09	23,937.00	0.00	13,937.00	23,937.00
595200	AMSO Expenditure Transfer	9,486.00	480.43	9,587.00	0.00	9,587.00	9,587.00
	Total expense:	**200,316.00**	**14,266.94**	**196,025.00**	**11,410.88**	**146,025.00**	**137,885.00**
	Revenue - Expense:	**0.00**	**-4,436.82**	**0.00**	**-6,333.66**	**50,001.00**	**0.00**

Submitted by: ______________________ ______________

Department/Division Head Date

Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		88,470.00	
		Total 435515 State Aid - ADRC & Aging:	88,47
435517	**State Aid - NSIP**		
		3,478.00	
		Total 435517 State Aid - NSIP:	3,47
465610	**Other Revenues**		
	est. 8000 meals average $2.75/meal donation	22,000.00	
		Total 465610 Other Revenues:	22,0(
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	23,937.00	
		Total 485050 In Kind Contributions:	23,93
		Total revenue:	**137,88**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	34,852.00	
		Total 511100 Salaries and Wages:	34,85
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	6,362.00	
		Total 515000 Fringe Benefits:	6,36
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	5,997.00	
		Total 515400 Health Insurance Benefit:	5,9
521200	**Contracted Services**		
	Half of dietician expense - shared with home delivered	2,300.00	
		Total 521200 Contracted Services:	2,3(
522300	**Cell Phone Costs**		
	Split 50/50 with home delivered	900.00	

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 522300 Cell Phone Costs:	90
529900	**Contracted Food Costs**		
	8000 meals at $5/meal estimate	40,000.00	
		Total 529900 Contracted Food Costs:	40,00
531100	**Postage**		
	Donation letters to diners	400.00	
		Total 531100 Postage:	40
531400	**Equipment < $5,000**		
	Bulk food carrier replacements & carts	1,000.00	
		Total 531400 Equipment < $5,000:	1,00
533000	**Mileage/Travel**		
	Estimated based on prior usage and reopening of meal sites	200.00	
		Total 533000 Mileage/Travel:	20
533500	**Conventions & Meetings**		
	Estimated based on prior year	175.00	
		Total 533500 Conventions & Meetings:	17
534901	**Raw Foods**		
	Condiments and misc. items at meal sites	175.00	
		Total 534901 Raw Foods:	17
534902	**Consumable Supplies**		
	Paper supplies - restock meal sites and price increases (styrofoam is petro-based product plus freight charges	4,000.00	
		Total 534902 Consumable Supplies:	4,00
553200	**Rentals/Office Space**		
	Split 50/50 with home delivered due to how rental space is used	8,000.00	
		Total 553200 Rentals/Office Space:	8,00
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	23,937.00	

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 578408 In Kind-Administration:	23,93
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	9,587.00	
		Total 595200 AMSO Expenditure Transfer:	9,58
		Total expense:	**137,88**
		Total Account # 205-72-54601 Congregate Detail:	

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54602 Aging Supportive Services							
435515	State Aid - ADRC & Aging	64,642.00	85,937.00	87,355.00	13,683.00	87,355.00	68,741.00
465610	Other Revenues	244.00	156.00	0.00	38.03	50.00	10,000.00
485050	In Kind Contributions	4,860.00	4,188.60	4,860.00	2,290.25	4,860.00	5,000.00
	Total revenue without property tax:	**69,746.00**	**90,281.60**	**92,215.00**	**16,011.28**	**92,265.00**	**83,741.00**
511100	Salaries and Wages	29,629.00	33,582.74	63,451.00	15,486.35	63,451.00	40,511.00
515000	Fringe Benefits	8,233.00	5,798.45	6,640.00	2,603.73	6,640.00	7,465.00
515400	Health Insurance Benefit	6,049.00	9,093.67	9,859.00	3,798.10	9,859.00	5,997.00
521200	Contracted Services	10,132.00	0.00	0.00	0.00	0.00	15,268.00
521300	Accounting & Auditing Services	0.00	747.00	0.00	326.25	44.00	0.00
522500	Telephone	0.00	435.50	0.00	271.11	500.00	0.00
531200	Copies/Printing	888.00	0.00	0.00	0.00	0.00	0.00
531400	Equipment < $5,000	500.00	16.15	0.00	568.45	570.00	0.00
531500	Maintenance/Service Agreements	0.00	348.00	0.00	0.00	0.00	0.00
531900	Sundry/Miscellaneous	250.00	0.00	0.00	0.00	0.00	0.00
532200	Public Education/Materials	3,005.00	11,048.85	0.00	1,725.00	3,600.00	2,000.00
533000	Mileage/Travel	0.00	15.81	0.00	0.00	0.00	0.00
551900	Insurance Allocation	0.00	2,697.58	0.00	0.00	0.00	0.00
571700	Chore Service	0.00	7,775.65	0.00	1,604.67	1,550.00	0.00
578408	In Kind-Administration	4,860.00	4,188.60	4,860.00	2,290.25	4,860.00	5,000.00
595200	ASMO Expenditure Transfer	6,200.00	6,155.96	7,405.00	2,159.38	7,405.00	7,500.00
	Total expense:	**69,746.00**	**81,903.96**	**92,215.00**	**30,833.29**	**98,479.00**	**83,741.00**
	Revenue - Expense:	**0.00**	**8,377.64**	**0.00**	**-14,822.01**	**-6,214.00**	**0.00**

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Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		68,741.00	
	Total 435515 State Aid - ADRC & Aging:		68,74
465610	**Other Revenues**		
	APRA funds used	10,000.00	
	Total 465610 Other Revenues:		10,0(
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	5,000.00	
	Total 485050 In Kind Contributions:		5,0(
	Total revenue:		**83,74**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	40,511.00	
	Total 511100 Salaries and Wages:		40,51
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	7,465.00	
	Total 515000 Fringe Benefits:		7,46
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	5,997.00	
	Total 515400 Health Insurance Benefit:		5,9(
521200	**Contracted Services**		
	In-home support/homemaker for >60/year old customers	15,268.00	
	Total 521200 Contracted Services:		15,26
532200	**Public Education/Materials**		
	Outreach events. Monthly newsletter production & postage	2,000.00	
	Total 532200 Public Education/Materials:		2,0(
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	5,000.00	

Account Number	Description	Amount	Total
PRELIMINARY			
	Total 578408 In Kind-Administration:		5,0(
595200	**ASMO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	7,500.00	
	Total 595200 ASMO Expenditure Transfer:		7,5(
	Total expense:		**83,74**
	Total Account # 205-72-54602 Aging Supportive Services Detail:		

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54603 Home Delivered Meals							
435515	State Aid - ADRC & Aging	75,925.00	285,243.00	117,168.00	22,449.00	117,168.00	127,468.00
435517	State Aid - NSIP	30,314.00	21,677.00	15,745.00	9,925.00	15,745.00	83,145.00
465610	Other Revenues	133,878.00	170,606.00	165,000.00	45,729.19	165,000.00	169,771.00
485050	In Kind Contributions	12,203.00	12,082.11	5,000.00	8,437.70	15,000.00	12,082.00
	Total revenue without property tax:	**252,320.00**	**489,608.11**	**302,913.00**	**86,540.89**	**312,913.00**	**392,466.00**
511100	Salaries and Wages	57,859.00	143,982.37	63,451.00	45,847.45	63,451.00	80,834.00
515000	Fringe Benefits	8,781.00	20,041.57	11,537.00	6,450.37	11,537.00	14,685.00
515400	Health Insurance Benefit	5,881.00	24,724.97	6,162.00	4,947.27	6,162.00	5,997.00
521200	Contracted Services	2,300.00	1,397.44	2,300.00	10.00	2,300.00	2,300.00
522300	Cell Phone Costs	1,100.00	8.15	1,140.00	252.38	1,140.00	900.00
522500	Telephone	200.00	134.24	285.00	123.23	285.00	0.00
529900	Contracted Food Costs	121,708.00	189,518.18	155,000.00	60,013.72	155,000.00	205,000.00
531000	Office Supplies	0.00	419.43	600.00	167.99	600.00	500.00
531100	Postage	0.00	565.00	0.00	397.09	0.00	1,200.00
531400	Equipment < $5,000	0.00	7,691.70	500.00	85.11	500.00	1,500.00
531900	Sundry/Miscellaneous	600.00	29.17	0.00	0.00	0.00	75.00
533000	Mileage/Travel	0.00	9,588.88	7,400.00	3,551.49	7,400.00	10,000.00
533900	Nonemployee Mileage	12,500.00	12,027.82	12,500.00	8,869.86	12,500.00	16,000.00
534901	Raw Foods	750.00	118.26	200.00	0.00	200.00	200.00
534902	Consumable Supplies	15,000.00	13,978.39	14,495.00	8,937.89	14,495.00	15,500.00
553200	Rentals/Office Space	4,250.00	11,392.98	4,650.00	3,796.59	4,650.00	8,000.00
578408	In Kind-Administration	7,203.00	0.00	5,000.00	0.00	5,000.00	12,082.00
578410	In Kind - HDM	5,000.00	12,082.11	0.00	8,437.70	8,500.00	0.00
595200	AMSO Expenditure Transfer	9,188.00	18,061.64	17,693.00	7,955.60	17,693.00	17,693.00
	Total expense:	**252,320.00**	**465,762.30**	**302,913.00**	**159,843.74**	**311,413.00**	**392,466.00**
	Revenue - Expense:	**0.00**	**23,845.81**	**0.00**	**-73,302.85**	**1,500.00**	**0.00**

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Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		127,468.00	
	Total 435515 State Aid - ADRC & Aging:		127,46
435517	**State Aid - NSIP**		
	NSIP funds	27,268.00	
	ARPA funds used	55,877.00	
	Total 435517 State Aid - NSIP:		83,14
465610	**Other Revenues**		
	mix of consumer donations and MCO and IRIS meals (increased rates)	169,771.00	
	Total 465610 Other Revenues:		169,77
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	12,082.00	
	Total 485050 In Kind Contributions:		12,08
	Total revenue:		**392,46**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	80,834.00	
	Total 511100 Salaries and Wages:		80,83
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	14,685.00	
	Total 515000 Fringe Benefits:		14,68
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	5,997.00	
	Total 515400 Health Insurance Benefit:		5,99
521200	**Contracted Services**		
	Half of dietician - shared with congregate meals	2,300.00	
	Total 521200 Contracted Services:		2,30
522300	**Cell Phone Costs**		
	Shared with congreagate meals	900.00	

Account Number	Description	Amount	Total

PRELIMINARY

		Total 522300 Cell Phone Costs:	9(
529900	**Contracted Food Costs**		
	Estimated 8% inflation increase vs 2021	205,000.00	
		Total 529900 Contracted Food Costs:	205,0(
531000	**Office Supplies**		
	Estimated based on prior year actual	500.00	
		Total 531000 Office Supplies:	5(
531100	**Postage**		
	Planned increase in mailings	1,200.00	
		Total 531100 Postage:	1,2(
531400	**Equipment < $5,000**		
	Life cycle replacement delivery bags	1,500.00	
		Total 531400 Equipment < $5,000:	1,5(
531900	**Sundry/Miscellaneous**		
	WAND membership (KZ)	75.00	
		Total 531900 Sundry/Miscellaneous:	7
533000	**Mileage/Travel**		
	based of prior year actual	10,000.00	
		Total 533000 Mileage/Travel:	10,0(
533900	**Nonemployee Mileage**		
	Expected increase in reimbursement requests from volunteers due to gas prices	16,000.00	
		Total 533900 Nonemployee Mileage:	16,0(
534901	**Raw Foods**		
	Misc food items at meal sites	200.00	
		Total 534901 Raw Foods:	2(
534902	**Consumable Supplies**		
	Increased packaging costs from vendors (11%)	15,500.00	

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 534902 Consumable Supplies:	15,50
553200	**Rentals/Office Space**		
	Slit 50/50 with congregate due to how space is used	8,000.00	
		Total 553200 Rentals/Office Space:	8,00
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	12,082.00	
		Total 578408 In Kind-Administration:	12,08
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	17,693.00	
		Total 595200 AMSO Expenditure Transfer:	17,69
		Total expense:	**392,46**
		Total Account # 205-72-54603 Home Delivered Meals Detail:	

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request

PRELIMINARY

Account # 205-72-54605 Senior Community Services - St

435515	State Aid - ADRC & Aging	8,288.00	8,288.00	8,288.00	2,870.00	8,288.00	8,288.00
	Total revenue without property tax:	**8,288.00**	**8,288.00**	**8,288.00**	**2,870.00**	**8,288.00**	**8,288.00**
533900	Nonemployee Mileage	8,288.00	8,288.00	8,288.00	0.00	8,288.00	8,288.00
	Total expense:	**8,288.00**	**8,288.00**	**8,288.00**	**0.00**	**8,288.00**	**8,288.00**
	Revenue - Expense:	**0.00**	**0.00**	**0.00**	**2,870.00**	**0.00**	**0.00**

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435515 State Aid - ADRC & Aging

8,288.00

Total 435515 State Aid - ADRC & Aging: 8,28

Total revenue: **8,28**

533900 Nonemployee Mileage

Grant used to reimburse home delivered meal drivers 8,288.00

Total 533900 Nonemployee Mileage: 8,28

Total expense: **8,28**

Total Account # 205-72-54605 Senior Community Services - St Detail:

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54606 Family Caregiver Support III-E							
435515	State Aid - ADRC & Aging	31,285.00	45,837.00	30,806.00	4,708.00	30,806.00	33,546.00
465610	Other Revenues	0.00	500.00	0.00	0.00	0.00	5,500.00
485050	In Kind Contributions	293.00	252.36	293.00	241.10	293.00	293.00
	Total revenue without property tax:	**31,578.00**	**46,589.36**	**31,099.00**	**4,949.10**	**31,099.00**	**39,339.00**
511100	Salaries and Wages	2,268.00	1,693.45	4,654.00	349.31	4,654.00	5,386.00
515000	Fringe Benefits	422.00	305.41	868.00	38.96	868.00	975.00
515400	Health Insurance Benefit	1,176.00	879.39	2,465.00	0.00	2,465.00	0.00
521200	Contracted Services	6,067.00	0.00	0.00	0.00	0.00	0.00
531900	Sundry/Miscellaneous	0.00	3,640.22	1,000.00	957.84	1,000.00	1,000.00
532200	Public Education/Materials	1,000.00	0.00	500.00	0.00	500.00	500.00
533500	Conventions & Meetings	0.00	0.00	0.00	99.84	0.00	0.00
533803	Temporary Respite	19,978.00	38,743.84	20,540.00	11,936.50	20,540.00	30,385.00
578404	In Kind-Other	0.00	252.36	0.00	241.10	0.00	0.00
579800	In Kind - Admin	293.00	0.00	293.00	0.00	293.00	293.00
595200	AMSO Expenditure Transfer	374.00	370.84	779.00	227.31	779.00	800.00
	Total expense:	**31,578.00**	**45,885.51**	**31,099.00**	**13,850.86**	**31,099.00**	**39,339.00**
	Revenue - Expense:	**0.00**	**703.85**	**0.00**	**-8,901.76**	**0.00**	**0.00**

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Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		33,546.00	
		Total 435515 State Aid - ADRC & Aging:	33,54
465610	**Other Revenues**		
	ARPA funds used	5,500.00	
		Total 465610 Other Revenues:	5,50
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	293.00	
		Total 485050 In Kind Contributions:	29
		Total revenue:	**39,33**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	5,386.00	
		Total 511100 Salaries and Wages:	5,38
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	975.00	
		Total 515000 Fringe Benefits:	97
531900	**Sundry/Miscellaneous**		
	Supplemental services (Lifeline, Depends, etc.)	1,000.00	
		Total 531900 Sundry/Miscellaneous:	1,00
532200	**Public Education/Materials**		
	Community newsletter, caregiver conference	500.00	
		Total 532200 Public Education/Materials:	50
533803	**Temporary Respite**		
	Based on expected usage	30,385.00	
		Total 533803 Temporary Respite:	30,38
579800	**In Kind - Admin**		
	Based on Indirect Cost Plan	293.00	

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 579800 In Kind - Admin:	29
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	800.00	
		Total 595200 AMSO Expenditure Transfer:	80
		Total expense:	**39,33**
		Total Account # 205-72-54606 Family Caregiver Support III-E Detail:	

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54607 State Benefit Specialist							
435515	State Aid - ADRC & Aging	57,831.00	31,132.00	43,388.00	5,913.00	43,388.00	0.00
485050	In Kind Contributions	4,099.00	3,532.56	3,952.00	1,181.30	3,952.00	0.00
	Total revenue without property tax:	**61,930.00**	**34,664.56**	**47,340.00**	**7,094.30**	**47,340.00**	**0.00**
511100	Salaries and Wages	30,499.00	36,644.48	23,197.00	10,114.94	23,197.00	0.00
515000	Fringe Benefits	5,638.00	6,674.90	4,294.00	1,767.55	4,294.00	0.00
515400	Health Insurance Benefit	16,465.00	18,520.68	12,078.00	5,387.37	12,078.00	0.00
578408	In Kind-Administration	4,099.00	3,532.56	3,952.00	1,181.30	3,952.00	0.00
595200	ASMO Expenditure Transfer	5,229.00	5,191.76	3,819.00	1,113.77	3,819.00	0.00
	Total expense:	**61,930.00**	**70,564.38**	**47,340.00**	**19,564.93**	**47,340.00**	**0.00**
	Revenue - Expense:	**0.00**	**-35,899.82**	**0.00**	**-12,470.63**	**0.00**	**0.00**

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Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request

PRELIMINARY

Account # 205-72-54608 Health Promotion & Disease Pre

435515	State Aid - ADRC & Aging	5,344.00	1,459.00	5,344.00	177.00	5,344.00	5,272.00
	Total revenue without property tax:	**5,344.00**	**1,459.00**	**5,344.00**	**177.00**	**5,344.00**	**5,272.00**
521200	Contracted Services	5,344.00	2,442.94	5,344.00	800.00	5,344.00	5,272.00
	Total expense:	**5,344.00**	**2,442.94**	**5,344.00**	**800.00**	**5,344.00**	**5,272.00**
	Revenue - Expense:	**0.00**	**-983.94**	**0.00**	**-623.00**	**0.00**	**0.00**

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435515	**State Aid - ADRC & Aging**		
		5,272.00	
		Total 435515 State Aid - ADRC & Aging:	5,27
		Total revenue:	**5,27**
521200	**Contracted Services**		
	Community health promotion activities	5,272.00	
		Total 521200 Contracted Services:	5,27
		Total expense:	**5,27**
		Total Account # 205-72-54608 Health Promotion & Disease Pre Detail:	

Attachment: 6.3b EBC-Budget Justification (7163 : ADRC 2023 Budget)

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54611 St. Health Ins Program (SHIP)							
435515	State Aid - ADRC & Aging	8,095.00	8,079.00	4,538.00	4,538.00	4,538.00	0.00
485050	In Kind Contribution	468.00	201.84	468.00	120.55	468.00	0.00
	Total revenue without property tax:	**8,563.00**	**8,280.84**	**5,006.00**	**4,658.55**	**5,006.00**	**0.00**
511100	Salaries and Wages	3,485.00	2,729.99	2,367.00	1,857.92	2,367.00	0.00
515000	Fringe Benefits	644.00	497.31	438.00	324.71	438.00	0.00
515400	Health Insurance Benefit	1,881.00	1,409.33	1,232.00	989.50	1,232.00	0.00
531400	Equipment < $5,000	1,487.00	0.00	0.00	0.00	0.00	0.00
578408	In Kind-Administration	468.00	201.84	468.00	120.55	468.00	0.00
595200	AMSO Expenditure Transfer	598.00	296.67	501.00	113.65	501.00	0.00
	Total expense:	**8,563.00**	**5,135.14**	**5,006.00**	**3,406.33**	**5,006.00**	**0.00**
	Revenue - Expense:	**0.00**	**3,145.70**	**0.00**	**1,252.22**	**0.00**	**0.00**

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Attachment: 6.3b EBC-Budget Justification (7163 : ADRC 2023 Budget)

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54612 OCI/MMA/St Pharmaceutical Asst							
435515	State Aid - ADRC & Aging	6,065.00	0.00	7,084.00	0.00	7,084.00	0.00
485050	In Kind Contribution	410.00	353.28	410.00	192.85	410.00	0.00
	Total revenue without property tax:	**6,475.00**	**353.28**	**7,494.00**	**192.85**	**7,494.00**	**0.00**
511100	Salaries and Wages	3,050.00	4,045.33	3,787.00	1,651.26	3,787.00	0.00
515000	Fringe Benefits	564.00	737.60	701.00	288.39	701.00	0.00
515400	Health Insurance Benefit	1,647.00	2,058.77	1,972.00	879.46	1,972.00	0.00
531000	Office Supplies	281.00	0.00	0.00	0.00	0.00	0.00
578408	In Kind-Administration	410.00	353.28	410.00	192.85	410.00	0.00
595200	AMSO Expenditure Transfer	523.00	519.17	624.00	181.84	624.00	0.00
	Total expense:	**6,475.00**	**7,714.15**	**7,494.00**	**3,193.80**	**7,494.00**	**0.00**
	Revenue - Expense:	**0.00**	**-7,360.87**	**0.00**	**-3,000.95**	**0.00**	**0.00**

Submitted by: ______________________ ______________

Department/Division Head Date

Attachment: 6.3b EBC-Budget Justification (7163 : ADRC 2023 Budget)

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54613 85-21 Transportation							
435515	State Aid - ADRC & Aging	175,237.00	150,096.38	175,237.00	195,375.62	195,375.62	170,982.00
465610	Other Revenues	11,799.00	279.00	12,245.00	278.00	12,245.00	15,000.00
485050	In Kind Contribution	4,392.00	3,784.80	4,392.00	2,049.15	4,392.00	4,392.00
	Total revenue without property tax:	**191,428.00**	**154,160.18**	**191,874.00**	**197,702.77**	**212,012.62**	**190,374.00**
411100	General Property Taxes	35,047.00	35,047.00	35,047.00	35,047.00	35,047.00	34,196.00
	Total revenue with property tax:	**226,475.00**	**189,207.18**	**226,921.00**	**232,749.77**	**247,059.62**	**224,570.00**
511100	Salaries and Wages	43,515.00	9,718.64	44,653.00	17,490.32	44,653.00	23,773.00
511200	Overtime	0.00	0.00	0.00	36.28	0.00	0.00
515000	Fringe Benefits	8,055.00	2,321.19	8,295.00	3,112.94	8,295.00	4,401.00
515400	Health Insurance Benefit	18,646.00	693.91	19,572.00	7,632.64	19,572.00	11,994.00
521200	Contracted Services	145,266.00	163,170.69	144,163.00	58,268.99	144,163.00	173,710.00
530000	Program Expenditures	1,000.00	170.54	0.00	0.00	0.00	500.00
578408	In Kind-Administration	4,392.00	3,784.80	4,392.00	2,049.15	4,392.00	4,392.00
595200	AMSO Expenditure Transfer	5,601.00	5,562.61	5,846.00	1,932.08	5,846.00	5,800.00
	Total expense:	**226,475.00**	**185,422.38**	**226,921.00**	**90,522.40**	**226,921.00**	**224,570.00**
	Revenue - Expense:	**0.00**	**3,784.80**	**0.00**	**142,227.37**	**20,138.62**	**0.00**

Submitted by: ______________________ Department/Division Head ____________ Date

Account Number	Description	Amount	Total
PRELIMINARY			
411100	**General Property Taxes**		
	Program required maintenence of effort contribution	34,196.00	
		Total 411100 General Property Taxes:	34,19
435515	**State Aid - ADRC & Aging**		
		170,982.00	
		Total 435515 State Aid - ADRC & Aging:	170,98
465610	**Other Revenues**		
	Estimated copay collections	15,000.00	
		Total 465610 Other Revenues:	15,00
485050	**In Kind Contribution**		
	Based on Indirect Cost Plan	4,392.00	
		Total 485050 In Kind Contribution:	4,39
		Total revenue:	**224,57**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	23,773.00	
		Total 511100 Salaries and Wages:	23,77
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	4,401.00	
		Total 515000 Fringe Benefits:	4,40
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	11,994.00	
		Total 515400 Health Insurance Benefit:	11,99
521200	**Contracted Services**		
	Contracted transportation provider cost increases	173,710.00	
		Total 521200 Contracted Services:	173,71
530000	**Program Expenditures**		
	Advertising	500.00	

Account Number	Description	Amount	Total
PRELIMINARY			
	Total 530000 Program Expenditures:		5(
578408	**In Kind-Administration**		
	Based on Indirect Cost Plan	4,392.00	
	Total 578408 In Kind-Administration:		4,39
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	5,800.00	
	Total 595200 AMSO Expenditure Transfer:		5,8(
	Total expense:		**224,57**
	Total Account # 205-72-54613 85-21 Transportation Detail:		

PRELIMINARY

Account # 205-72-54614 Alzheimers Family Caregiver Su

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
435515	State Aid - ADRC & Aging	29,502.00	27,817.00	29,358.00	2,895.00	29,358.00	36,694.00
485050	In Kind Contributions	293.00	252.36	293.00	120.55	293.00	293.00
	Total revenue without property tax:	**29,795.00**	**28,069.36**	**29,651.00**	**3,015.55**	**29,651.00**	**36,987.00**
511100	Salaries and Wages	2,268.00	1,693.40	2,327.00	349.28	2,327.00	5,386.00
515000	Fringe Benefits	422.00	304.83	434.00	38.96	434.00	975.00
515400	Health Insurance Benefit	1,176.00	879.13	1,232.00	0.00	1,232.00	0.00
521200	Contracted Services	5,260.00	0.00	0.00	0.00	0.00	0.00
531900	Sundry/Miscellaneous	1,000.00	441.14	1,000.00	0.00	1,000.00	1,000.00
533803	Temporary Respite	19,000.00	22,958.47	23,975.00	1,554.00	23,975.00	28,883.00
578408	In Kind - Administration	293.00	252.36	293.00	120.55	293.00	293.00
595200	AMSO Expenditure Transfer	376.00	370.84	390.00	113.65	390.00	450.00
	Total expense:	**29,795.00**	**26,900.17**	**29,651.00**	**2,176.44**	**29,651.00**	**36,987.00**
	Revenue - Expense:	**0.00**	**1,169.19**	**0.00**	**839.11**	**0.00**	**0.00**

Submitted by: ______________________________ ______________

Department/Division Head Date

Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		36,694.00	
		Total 435515 State Aid - ADRC & Aging:	36,69
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	293.00	
		Total 485050 In Kind Contributions:	29
		Total revenue:	**36,98**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	5,386.00	
		Total 511100 Salaries and Wages:	5,38
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	975.00	
		Total 515000 Fringe Benefits:	97
531900	**Sundry/Miscellaneous**		
	Supplemental services (Lifeline, Depends, etc.)	1,000.00	
		Total 531900 Sundry/Miscellaneous:	1,00
533803	**Temporary Respite**		
	Expected usage	28,883.00	
		Total 533803 Temporary Respite:	28,88
578408	**In Kind - Administration**		
	Based on Indirect Cost Plan	293.00	
		Total 578408 In Kind - Administration:	29
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	450.00	
		Total 595200 AMSO Expenditure Transfer:	45
		Total expense:	**36,98**

Account Number	Description	Amount	Total

PRELIMINARY

Total Account # 205-72-54614 Alzheimers Family Caregiver Su Detail:

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54616 Dementia Specialist							
435515	State Aid - ADRC & Aging	101,600.00	99,500.22	120,272.00	22,772.00	120,272.00	80,000.00
465610	Other Revenues	0.00	0.00	0.00	0.00	0.00	39,403.00
485050	In Kind Contributions	5,856.00	5,046.48	5,856.00	2,410.85	5,856.00	5,046.00
	Total revenue without property tax:	**107,456.00**	**104,546.70**	**126,128.00**	**25,182.85**	**126,128.00**	**124,449.00**
511100	Salaries and Wages	49,298.00	47,876.96	55,272.00	21,653.11	55,272.00	56,934.00
515000	Fringe Benefits	4,163.00	8,797.92	10,254.00	3,806.98	10,254.00	10,560.00
515400	Health Insurance Benefit	23,522.00	23,055.13	24,648.00	10,927.87	24,648.00	23,988.00
521200	Contracted Services	0.00	13.60	4,000.00	0.00	4,000.00	1,500.00
522300	Cell Phone Costs	720.00	475.01	720.00	252.39	720.00	500.00
530000	Program Expenditures	7,627.00	2,485.05	7,627.00	5,106.40	7,627.00	6,921.00
531100	Postage	200.00	0.00	200.00	0.00	200.00	0.00
531200	Copies/Printing	600.00	0.00	600.00	0.00	600.00	500.00
531400	Equipment < $5,000	0.00	156.90	157.00	0.00	157.00	1,500.00
531900	Sundry/Miscellaneous	1,200.00	216.86	1,200.00	0.00	1,200.00	0.00
532200	Public Information/Materials	2,000.00	3,401.38	3,000.00	196.68	3,000.00	5,000.00
533000	Mileage/Travel	4,000.00	175.64	4,000.00	123.90	4,000.00	3,000.00
533500	Conventions & Meetings	800.00	382.50	800.00	0.00	800.00	1,000.00
578408	In Kind - Administration	5,856.00	5,046.48	5,856.00	2,410.85	5,856.00	5,046.00
595200	AMSO Expenditure Transfer	7,470.00	7,416.79	7,794.00	2,273.04	7,794.00	8,000.00
	Total expense:	**107,456.00**	**99,500.22**	**126,128.00**	**46,751.22**	**126,128.00**	**124,449.00**
	Revenue - Expense:	**0.00**	**5,046.48**	**0.00**	**-21,568.37**	**0.00**	**0.00**

Submitted by: ______________________ Department/Division Head ______________ Date

Attachment: 6.3b EBC-Budget Justification (7163 : ADRC 2023 Budget)

Account Number	Description	Amount	Total
PRELIMINARY			
435515	**State Aid - ADRC & Aging**		
		80,000.00	
	Total 435515 State Aid - ADRC & Aging:		80,00
465610	**Other Revenues**		
	Medicaid match on DCS grant (33%)	39,403.00	
	Total 465610 Other Revenues:		39,40
485050	**In Kind Contributions**		
	Based on Indirect Cost Plan	5,046.00	
	Total 485050 In Kind Contributions:		5,04
	Total revenue:		**124,44**
511100	**Salaries and Wages**		
	Per Personnel Cost Report	56,934.00	
	Total 511100 Salaries and Wages:		56,93
515000	**Fringe Benefits**		
	Per Benefit Estimate Report	10,560.00	
	Total 515000 Fringe Benefits:		10,56
515400	**Health Insurance Benefit**		
	Per Benefit Estimate Report	23,988.00	
	Total 515400 Health Insurance Benefit:		23,98
521200	**Contracted Services**		
	Music therapy, YMCA, etc.	1,500.00	
	Total 521200 Contracted Services:		1,50
522300	**Cell Phone Costs**		
	Based on prior year usage	500.00	
	Total 522300 Cell Phone Costs:		50
530000	**Program Expenditures**		
	Support groups, memory cafe, workshop-related supplies, books and materials	6,921.00	

Account Number	Description	Amount	Total
PRELIMINARY			
		Total 530000 Program Expenditures:	6,92
531200	**Copies/Printing**		
	Special prining at Clerk's office	500.00	
		Total 531200 Copies/Printing:	50
531400	**Equipment < $5,000**		
	Equipment for community presentations	1,500.00	
		Total 531400 Equipment < $5,000:	1,50
532200	**Public Information/Materials**		
	In-person outreach, health fairs, advertisisng, etc.	5,000.00	
		Total 532200 Public Information/Materials:	5,00
533000	**Mileage/Travel**		
	Program-related travel - Chippewa and Dunn county	3,000.00	
		Total 533000 Mileage/Travel:	3,00
533500	**Conventions & Meetings**		
	In-person conference expenses	1,000.00	
		Total 533500 Conventions & Meetings:	1,00
578408	**In Kind - Administration**		
	Based on Indirect Cost Plan	5,046.00	
		Total 578408 In Kind - Administration:	5,04
595200	**AMSO Expenditure Transfer**		
	AMSO expenses allocated based on FTE	8,000.00	
		Total 595200 AMSO Expenditure Transfer:	8,00
		Total expense:	**124,44**
		Total Account # 205-72-54616 Dementia Specialist Detail:	

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request
PRELIMINARY							
Account # 205-72-54617 Dementia Coalition							
485000	Donations & Contibutions	0.00	100.00	0.00	4,000.00	5,000.00	0.00
	Total revenue without property tax:	**0.00**	**100.00**	**0.00**	**4,000.00**	**5,000.00**	**0.00**
579101	Charities Expended	0.00	81.07	0.00	430.00	600.00	0.00
	Total expense:	**0.00**	**81.07**	**0.00**	**430.00**	**600.00**	**0.00**
	Revenue - Expense:	**0.00**	**18.93**	**0.00**	**3,570.00**	**4,400.00**	**0.00**

Submitted by: ______________________________ ______________

Department/Division Head Date

Account Number	Description	2021 Budget	2021 Actual	2022 Budget	06/30/22 Actual	2022 Est. Actual	2023 Request

PRELIMINARY

Grand total revenue without property tax:	1,791,583.00	1,852,367.41	1,906,924.00	538,158.06	1,942,113.62	1,942,505.00
Grand total property tax:	35,047.00	35,047.00	35,047.00	35,047.00	35,047.00	34,196.00
Grand total revenue with property tax:	1,826,630.00	1,887,414.41	1,941,971.00	573,205.06	1,977,160.62	1,976,701.00
Grand total expense:	1,826,630.00	1,887,414.41	1,941,971.00	719,807.48	1,908,130.00	1,976,701.00
Grand total revenue - expense:	0.00	0.00	0.00	-146,602.42	69,030.62	0.00