

CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

OCTOBER 12, 2021

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

DUE TO THE COVID-19 PANDEMIC SOCIAL DISTANCING RECOMMENDATIONS MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND THE COUNTY BOARD MEETING IN ROOM 003 IN THE LOWER LEVEL OF THE CHIPPEWA COUNTY COURTHOUSE.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
3. **ROLL CALL**

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Excused	
Harold Steele	Chippewa County	District 1	Present	
Ken Schmitt	Chippewa County	District 3	Present	
Lee McMenamin	Chippewa County	District 4	Present	
Tom Thornton	Chippewa County	District 5	Present	
Don Hauser	Chippewa County	District 6	Present	
James Mickelson	Chippewa County	District 8	Present	
Mechele Shipman	Chippewa County	District 9	Present	
Charlene Kervina	Chippewa County	District 10	Present	
David Eisenhuth	Chippewa County	District 11	Present	
Kari Ives	Chippewa County	District 12	Present	
Annette Hunt	Chippewa County	District 13	Present	
Chuck Hull	Chippewa County	District 14	Present	
Ronald McGill	Chippewa County	District 15	Present	

Others present in room 302 - Andy Bauer, Randy Scholz, Lori Zwiefelhofer, Toni Hohlfelder, Rusty Volk, Charlie Walker, Rose Baier, Larry Ritzinger, Lieutenant Rick Starck, Traci Bremness, Todd Pauls, Doug Clary, Tim Easker, Kyra Secraw, Rachel Lettner and Jaclyn Sadler

Others present in room 003 - Lisa Merrell

Others present via telephone - Dave Andrews

4. **APPROVAL OF AGENDA**

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

October 12, 2021
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Mickelson, District 8
SECONDER:	Ken Schmitt, District 3
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Sikorski

5. MEMBERS OF THE PUBLIC WISHING TO BE HEARD

Joshua Conrey - spoke on the firearms range. Mr. Conrey would like the range opened and without restrictions or supervision. Mr. Conrey stated has paid fees to use the range as have others.

Lindsay Brandt - spoke on public health department and the pandemic.

6. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Chuck Hull, District 14
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Sikorski

1. Approval of Minutes

County Board - Regular Meeting - Sep 14, 2021 6:00 PM

2. AZO 06 - 21 : 2021-0013 - Robert Brown - Rezone

7. REPORTS

A. County Administrator Review and Update

B. Department Reports

1. Chippewa County Firearms Range Report and Overview/Timeline of Current Reason for the Range Closure

Larry Ritzinger spoke on the history of incidents of stray bullets and the history of Facilities and Parks committee decisions.

Rick Starck spoke on the investigations of the incidents of stray bullets.

Dave Andrews from MT2 spoke on the report. See attachment.

Larry Ritzinger explained 5 options for the Firearms Range.

1. Permanently close the range to everyone
2. Close the facility to the public only
3. Sell or donate the range to a private entity
4. Design and install no blue sky safety system

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

October 12, 2021
6:00 PM

5. County provide range supervision for when the range is open

C. General Reports

1. Northern Wisconsin State Fairgrounds Update - Rusty Volk
Rusty Volk spoke on the Barn Replacement Project for the Northern Wisconsin State Fair

8. BUSINESS ITEMS

1. Res. 40 - 21 : Resolution to Proclaim October 2021 as Manufacturing Month in Chippewa County - Randy Scholz
Charlie Walker, President and CEO of the Chippewa County Economic Development Corporation, spoke on the resolution.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Lee McMenamin, District 4
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Sikorski

2. Res. 41 - 21 : Resolution to Create Criminal Justice Services Specialist Position - Randy Scholz and Rose Baier
Criminal Justice Services Director, Rose Baier, explained the position.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kari Ives, District 12
SECONDER:	Annette Hunt, District 13
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Sikorski

3. Res. 42 - 21 : Resolution to Commit to Expansion of CTH T Corridor - Brian Kelley
Highway Commissioner, Brian Kelley, spoke on the resolution.

RESULT:	APPROVED [12 TO 2]
MOVER:	James Mickelson, District 8
SECONDER:	Mechele Shipman, District 9
AYES:	Gullickson, Steele, McMenamin, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
NAYS:	Schmitt, Thornton
EXCUSED:	Sikorski

4. Res. 43 - 21 : Resolution to Create Three CCS Positions in DHS - Randy Scholz and Tim Easker

County Board

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Tim Easker, Kyra Secraw and Rachel Lettner spoke on the two resolutions for additional positions in DHS.

RESULT:	APPROVED [13 TO 0]
MOVER:	Tom Thornton, District 5
SECONDER:	Chuck Hull, District 14
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
ABSTAIN:	Shipman
EXCUSED:	Sikorski

5. Res. 44 - 21 : Resolution to Create One CLTS Social Worker Position in DHS - Randy Scholz and Tim Easker
Tim Easker, Kyra Secraw and Rachel Lettner spoke on the two resolutions for additional positions in DHS.

RESULT:	APPROVED [13 TO 0]
MOVER:	Don Hauser, District 6
SECONDER:	Kari Ives, District 12
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
ABSTAIN:	Shipman
EXCUSED:	Sikorski

6. Res. 45 - 21 : Resolution to Establish the 2022 Health Insurance Plan and Costs - Randy Scholz and Toni Hohlfelder
Human Resources Director, Toni Hohlfelder, spoke on the resolution.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Annette Hunt, District 13
SECONDER:	Ronald McGill, District 15
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Sikorski

9. AGENDA ITEMS FOR FUTURE CONSIDERATION

Supervisor McGill would like the Highway Department to provide a long-term sustainability report and projected budget.

Supervisor Steele would like a report or discussion about the 7 wells in Eau Claire County that were closed as they are near the airport and the Chippewa County line.

10. ADJOURN

County Board

Minutes
Regular Meeting

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October 12, 2021
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ken Schmitt, District 3
SECONDER:	Annette Hunt, District 13
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Sikorski

CHIPPEWA COUNTY

COUNTY BOARD

REGULAR MEETING

SEPTEMBER 14, 2021

CHIPPEWA COUNTY COURTHOUSE, RM 302

6:00 PM

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
3. **ROLL CALL**

Attendee Name	Organization	Title	Status	Arrived
Dean Gullickson	Chippewa County	District 7 (Chair)	Present	
Glen Sikorski	Chippewa County	District 2 (Vice-Chair)	Present	
Harold Steele	Chippewa County	District 1	Present	
Ken Schmitt	Chippewa County	District 3	Present	
Lee McMenamin	Chippewa County	District 4	Present	
Tom Thornton	Chippewa County	District 5	Excused	
Don Hauser	Chippewa County	District 6	Present	
James Mickelson	Chippewa County	District 8	Present	
Mechele Shipman	Chippewa County	District 9	Present	
Charlene Kervina	Chippewa County	District 10	Excused	
David Eisenhuth	Chippewa County	District 11	Absent	
Kari Ives	Chippewa County	District 12	Present	
Annette Hunt	Chippewa County	District 13	Excused	
Chuck Hull	Chippewa County	District 14	Present	
Ronald McGill	Chippewa County	District 15	Present	

Others present in room 302 were Randy Scholz, Andy Bauer, Lori Zwiefelhofer, Traci Bremness, Jaclyn Sadler, Todd Pauls, Jim Sherman, Larry Ritzinger, Doug Clary, Dennis Falkenberg, Tim Easker, Brian Kelley, Toni Hohlfelder, Lisa Mancl and Chris Kowalczyk.

Others present in the overflow room in room 003 were Lisa Merrell, Angie Weideman and Julia Wolf.

4. **APPROVAL OF AGENDA**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ken Schmitt, District 3
SECONDER:	Kari Ives, District 12
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
ABSENT:	Eisenhuth
EXCUSED:	Thornton, Kervina, Hunt

5. **MEMBERS OF THE PUBLIC WISHING TO BE HEARD**

County Board

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

6. CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Mickelson, District 8
SECONDER:	Mechele Shipman, District 9
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
ABSENT:	Eisenhuth
EXCUSED:	Thornton, Kervina, Hunt

1. Approval of Minutes

County Board - Regular Meeting - Aug 10, 2021 6:00 PM

7. PUBLIC HEARING

CDBG-CV Microenterprise Grant Program Public Hearing

Tobi LeMahieu presented the information for the Public Hearing for the CDBG-CV Microenterprise Grant Program.

1. Call to order
The public hearing was called to order at 6:03 pm.
2. Background on the project and Chippewa County's involvement in the CDBG program
3. Review of the project performance
4. Citizen input regarding the project
There were no members of the public wishing to speak.
5. Close the public hearing
The public hearing closed at 6:06 pm.

8. PUBLIC HEARING

Redistricting Public Hearing on Tentative County Board Supervisory Districts

Doug Clary and Dennis Falkenberg presented two options for the County Board Supervisory Districts.

1. Call to order
The public hearing was called to order at 6:06 pm.
2. Public Comment
There were no members of the public wishing to be heard.
3. Close the public hearing

Minutes Acceptance: Minutes of Sep 14, 2021 6:00 PM (Consent Agenda)

County Board

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Regular Meeting

Chippewa County Courthouse, Rm 302

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The public hearing closed at 6:16 pm.

9. REPORTS

A. General Reports

1. West Central WI Regional Planning Commission Annual Report - Lynn Nelson/Tobi LeMahieu
Lynn Nelson and Tobi LeMahieu presented the annual report for West Central WI Regional Planning Commission. See handout in the Clerk's office.

B. County Administrator Review and Update

1. Preliminary Review of the FY22 Budget - Randy Scholz
County Administrator, Randy Scholz, gave the preliminary review of the FY22 Budget. See attachment.

C. Department Reports

1. Finance Update - Lori Zwiefelhofer
Finance Director, Lori Zwiefelhofer, presented a Financial Update. See attachment.
2. CTH T Corridor Mapping & RAISE Grant Application - Brian Kelley
Highway Commissioner, Brian Kelley, spoke on the CTH T Corridor project. See attachment.

Public Information meeting on Monday, September 20th, 2021.

Supervisor Schmitt shared concerns related to zoning, water quality, road conditions north of Highway 29 and economic development of other parts of the county.

10. BUSINESS ITEMS

1. Res. 36 - 21 : Resolution to Approve Tentative Supervisory Redistricting Plan - Doug Clary and Dennis Falkenberg
Supervisor Shipman made a motion to amend the resolution. Motion to amend - strike the words "the attached" on line 33 and add option 2 behind "redistricting plan" on line 34. Second made by Supervisor Schmitt. Amendment passes - all supervisors present voted yes. 11 Yes, 0 No.

Option 2 maps and explanation added to minutes.

Supervisor Steele questioned parts of the Town of Wheaton being in District 9 when they are surrounded by District 18. Clary explained how the City of Chippewa Falls has annexed land/property around those parts of the Town of Wheaton. Supervisor Steele also shared concern about the Town of Estella being split in half.

County Clerk, Jaclyn Sadler, shared that she had spoken to members of the redistricting committee earlier in the day regarding option 2 and all members were in favor of option 2 with the exception of the Town of Estella.

Minutes Acceptance: Minutes of Sep 14, 2021 6:00 PM (Consent Agenda)

County Board

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Chippewa County Courthouse, Rm 302

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RESULT: APPROVED AS AMENDED [10 TO 1]
MOVER: Mechele Shipman, District 9
SECONDER: Kari Ives, District 12
AYES: Gullickson, Sikorski, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
NAYS: Steele
ABSENT: Eisenhuth
EXCUSED: Thornton, Kervina, Hunt

2. Res. 37 - 21 : Resolution to Proclaim September 2021 as Recovery Month in Chippewa County - Tim Easker
Health and Human Services Director, Tim Easker, spoke on Recovery month and the resolution.

RESULT: APPROVED [UNANIMOUS]
MOVER: Kari Ives, District 12
SECONDER: Harold Steele, District 1
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
ABSENT: Eisenhuth
EXCUSED: Thornton, Kervina, Hunt

3. Res. 38 - 21 : Resolution to Create a Full-Time Shared Position in the Human Resources and Facilities & Parks Division - Toni Hohlfedler and Larry Ritzinger
Facilities and Parks Director, Larry Ritzinger and Human Resources Director, Toni Hohlfedler spoke on the position request. Ritzinger spoke on the growth in the parks reservations, peak times for camping season and the extra work with the gun range. Hohlfedler spoke on dividing the tasks in the HR department to account for the extra work of going to self-funded health insurance.

RESULT: APPROVED [UNANIMOUS]
MOVER: James Mickelson, District 8
SECONDER: Lee McMenamin, District 4
AYES: Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
ABSENT: Eisenhuth
EXCUSED: Thornton, Kervina, Hunt

4. Res. 39 - 21 : Resolution to Approve Intergovernmental Agreement on Stormwater - Dan Masterpole

Minutes Acceptance: Minutes of Sep 14, 2021 6:00 PM (Consent Agenda)

County Board

Minutes
Regular Meeting

Chippewa County Courthouse, Rm 302

September 14, 2021
6:00 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kari Ives, District 12
SECONDER:	Harold Steele, District 1
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
ABSENT:	Eisenhuth
EXCUSED:	Thornton, Kervina, Hunt

5. 03 - 21 : Ordinance to Repeal and Recreate Animal Waste Ordinance - Second Reading - Dan Masterpole
Land Conservation and Forest Management Director, Dan Masterpole, explained the ordinance.

RESULT:	APPROVED [9 TO 2]
MOVER:	Harold Steele, District 1
SECONDER:	Don Hauser, District 6
AYES:	Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
NAYS:	Gullickson, Sikorski
ABSENT:	Eisenhuth
EXCUSED:	Thornton, Kervina, Hunt

11. AGENDA ITEMS FOR FUTURE CONSIDERATION

There were no items for future consideration.

12. ADJOURN

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ken Schmitt, District 3
SECONDER:	Mechele Shipman, District 9
AYES:	Gullickson, Sikorski, Steele, Schmitt, McMenamin, Hauser, Mickelson, Shipman, Ives, Hull, McGill
ABSENT:	Eisenhuth
EXCUSED:	Thornton, Kervina, Hunt

Minutes Acceptance: Minutes of Sep 14, 2021 6:00 PM (Consent Agenda)



STATEMENT OF EXPLANATION
 Amendatory Zoning Ordinance No. 06 - 21
2021-0013 - ROBERT BROWN - REZONE

Comprehensive zoning consists of written text (commonly referred to as the zoning ordinance) and an official zoning map. The zoning ordinance is a guideline for permitted and conditional uses, which are separated into zoning classifications or districts. The zoning map shows how a town board has designated the particular zoning classifications or districts to parcels of land within their particular jurisdiction. A rezone is where a property owner or other authorized entity seeks to amend the official zoning map, which would allow a use that is currently not permitted on the parcels of land based on the existing zoning classification or district. This is referred to as a zoning map amendment or “rezoning”. The requested rezoning change may not be granted if it does not fit with the comprehensive plan and community goals for the respective town and county.

LEGAL DESCRIPTION

Outlot 1, 1st Assessors Plat, which is located in the SE 1/4 of the NE 1/4, Section 11, Township 28 North, Range 08 West. Town of Lafayette. Physical Address: County Highway X, Vacant land.

From: Local Commercial

To: Highway Commercial

Amendatory Zoning Ordinance No. 06 - 21

2021-0013 - ROBERT BROWN - REZONE

Zoning Petition No:	2021-0013
Town Board Action:	August 16, 2021
Planning & Zoning Committee Public Hearing:	August 19, 2021
Recommendation from Planning & Zoning Committee:	Approve as Presented

Comments/Conditions: None

The Chippewa County Board of Supervisors does ordain as follows:

That the Zoning maps, dated 1974 and land description listing the boundaries of the eleven zoning districts, and referred to in Chapter 70-61 of the Chippewa County Zoning Ordinance, adopted on February 14, 2006, to be amended as follows:

LEGAL DESCRIPTION

Outlot 1, 1st Assessors Plat, which is located in the SE 1/4 of the NE 1/4, Section 11, Township 28 North, Range 08 West. Town of Lafayette. Physical Address: County Highway X, Vacant land.

From: Local Commercial

To: Highway Commercial

The new map, now dated October, 2021, and land description are made a part of the Zoning Ordinance. All notations, references and other information shown upon said "zoning map" dated October, 2021 and land description shall be as much a part of this Ordinance as if the matter and things set forth by said map and land description were fully described herein.

This Ordinance shall become effective upon passage.

Dated this 12th day of October, 2021.

RESULT:	APPROVED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Mechele Shipman, District 9
SECONDER:	Chuck Hull, District 14
AYES:	Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill
EXCUSED:	Glen Sikorski

(Publish – Chippewa Herald – August 9 and August 12, 2021)

CHIPPEWA COUNTY PLANNING & ZONING COMMITTEE
NOTICE OF PUBLIC HEARING
STATE OF WISCONSIN

PUBLIC NOTICE is hereby given to all persons in the County of Chippewa, Wisconsin, that a public hearing will be held on **August 19, 2021** beginning at **4:30 PM** at the Chippewa County Courthouse, Room 302, 711 N Bridge Street, Chippewa Falls, Wisconsin relative to the following request:

Rezone Petition: 2021-0013

Property Owner: Robert Brown

OutLot 1, 1st Assessors Plat, which is located in the SE ¼, of the NE ¼, Section 11, Township 28 North, Range 08 West. Town of Lafayette. Physical Address: County Highway X, Vacant Land.

From: Local Commercial

To: Highway Commercial

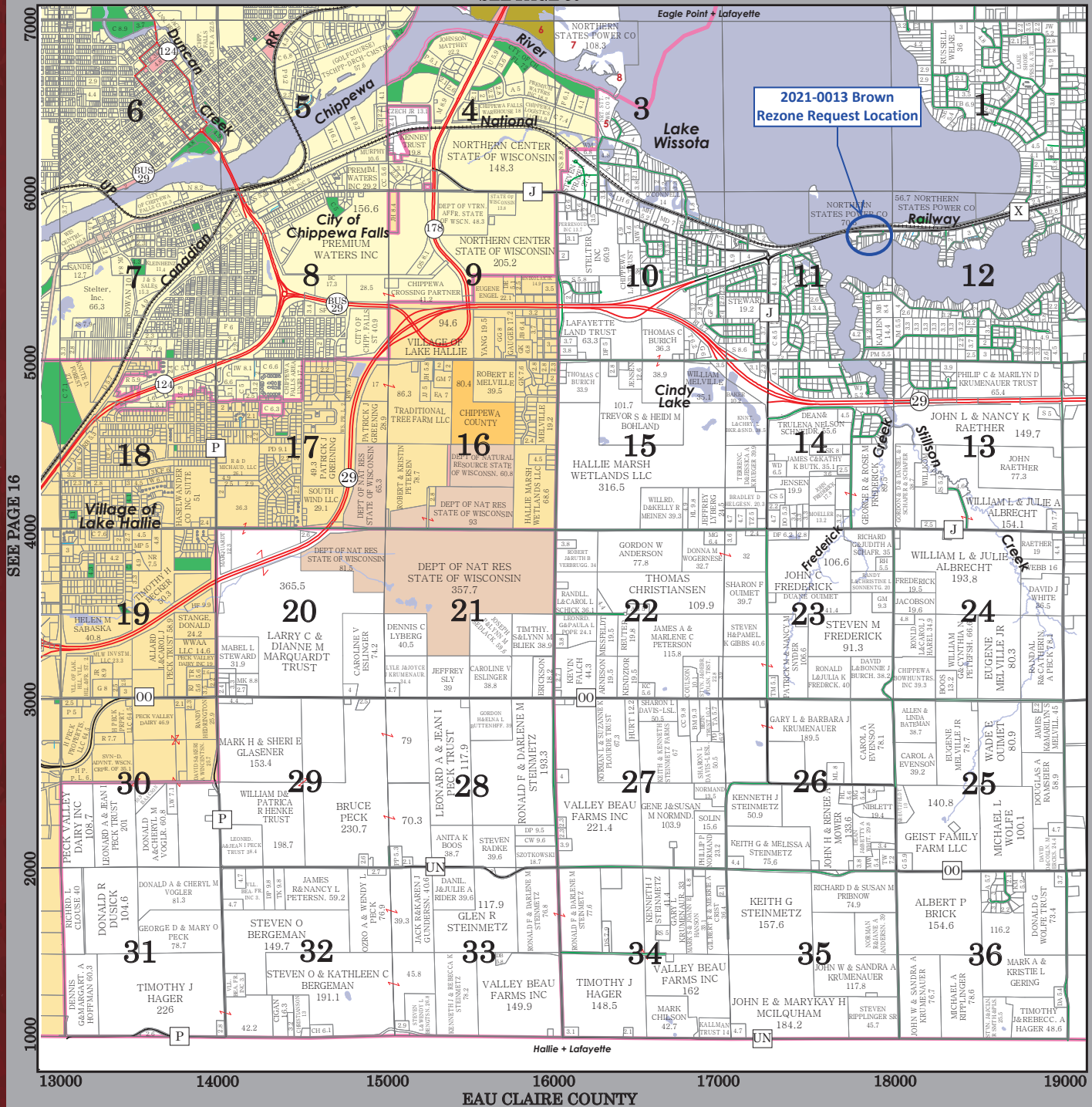
Specific information regarding these public hearings can be obtained at the Chippewa County Department of Planning & Zoning. All persons interested are invited to attend these hearings.

Dated this 5th day of August, 2021
Douglas Clary, Director
Department of Planning & Zoning
Chippewa County

Attachment: 2021-0013 Brown - Rezone - Public Hearing Notices and Maps (06 - 21 : 2021-0013 - Robert Brown - Rezone)



SEE PAGE 30



All acreages are computed & rounded to the closest tenth acre, roadways are excluded from totals. All mapping is for reference only and is not intended, or to be used for any legal purpose.



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- Landscape Architects

ROBERT A THORSON

ATTORNEY AT LAW

220 W. Willow Street
P.O. Box 636
Chippewa Falls, WI 54729

Telephone: (715) 723-0375
Facsimile: (715) 723-7222
Email: bobthorson@sbcglobal.net

Website: www.Thorsonlawoffice.com

CHIPPEWA COUNTY DEPARTMENT OF PLANNING & ZONING

• 711 North Bridge Street, Chippewa Falls, WI 54729 • Phone: 715.726.7940 • Fax: 715.726.4596 • www.co.chippewa.wi.us •

Land Management

Land Planning

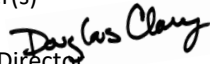
Land Records & G.I.S.

POWTS & Wells

Date: August 5, 2021

To: Property Owner(s)

From: Douglas Clary, Director



Re: Public Meetings & Public Hearing

Dear Property Owner(s):

The Chippewa County Department of Planning & Zoning has received a rezone petition for a parcel of land that are located either adjacent to or in the vicinity of property owned by you. You are receiving this notice because your property has been determined to be within the legal public hearing notification distance per county and state requirements. I have enclosed a map identifying the location of the parcels associated with the rezone petition. If you have any questions regarding this rezone petition, please contact me at (715) 726-7941.

REZONE PETITION: #2021-0013

Property Owner: Robert Brown

OutLot 1, 1st Assessors Plat, which is located in the SE ¼, of the NE ¼, Section 11, Township 28 North, Range 08 West. Town of Lafayette.

From: Local Commercial

To: Highway Commercial

Purpose: Parking area for The View

Lafayette Town Park, Recreation & Land Use Planning Commission (PRLPC):

The PRLPC will **REVIEW** this request on **August 9, 2021** at approximately **7:00 PM**. The PRLPC will make an **ADVISORY** recommendation to the Lafayette Town Board to approve or disapprove. This meeting will be held at the Lafayette Fire Station, 5855 197th Street, Chippewa Falls, Wisconsin 54729.

Lafayette Town Board:

The Town Board will **REVIEW** this request on **August 16, 2021** at approximately **7:00 PM**. The Town Board will forward an **ADVISORY** recommendation to the Chippewa County Planning & Zoning Committee to approve, disapprove or approve with modification(s) and/or condition(s). This meeting will be held at the Lafayette Town Hall, 5765 197th Street, Chippewa Falls, Wisconsin 54729 or via telephone.

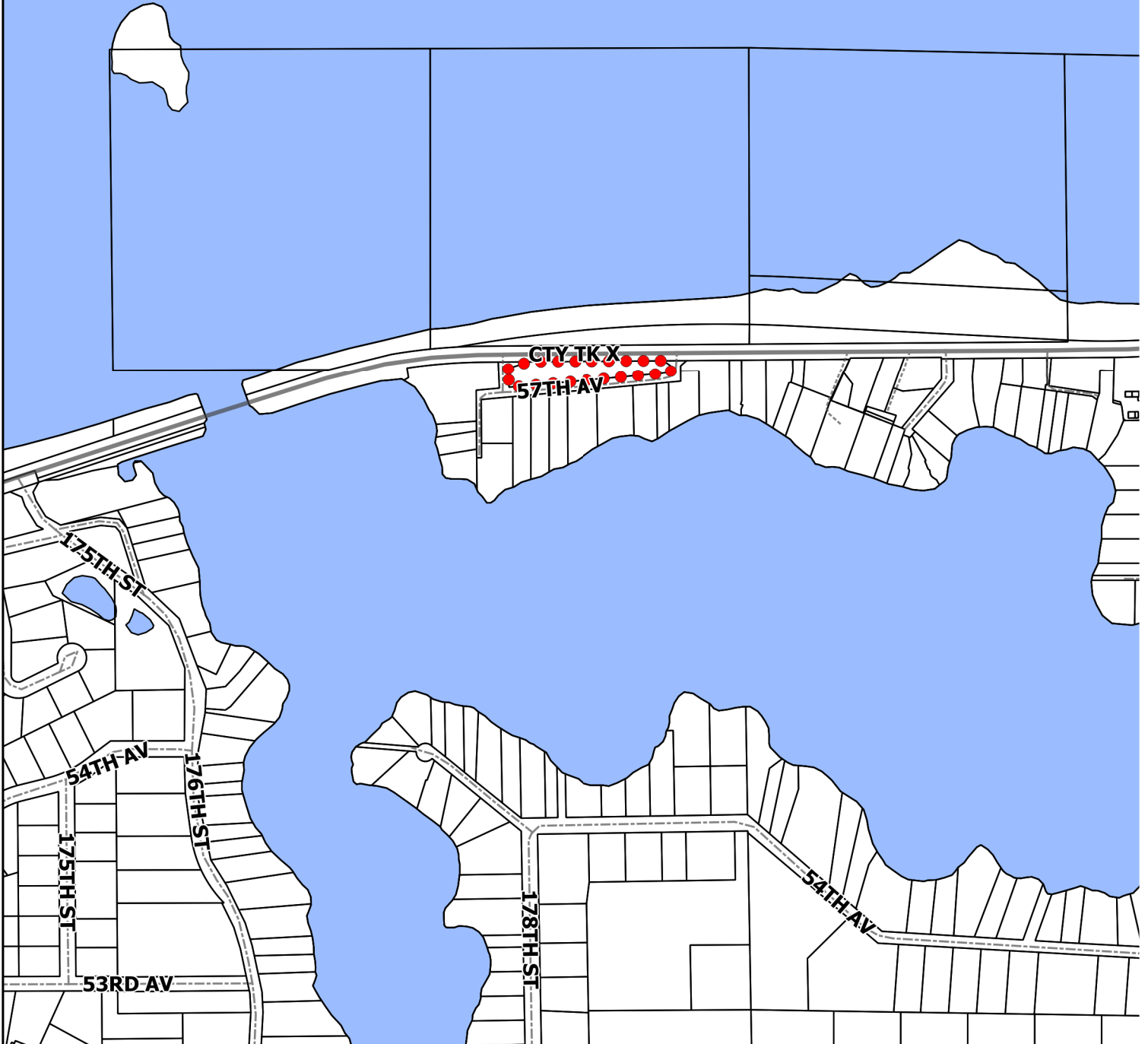
Chippewa County Planning & Zoning Committee:

The Chippewa County Planning & Zoning Committee will hold a **PUBLIC HEARING** for this petition on **August 19, 2021** at **4:30 PM** in the Chippewa County Courthouse, Room 302, 711 N Bridge Street, Chippewa Falls, Wisconsin. The Committee will make a determination on the petition to approve, disapprove or approve with modification(s) and/or conditions. If the Planning & Zoning Committee approves or approves with modification, the petition will be forwarded to the County Board meeting on **September 14, 2021** at **6:00 PM** for their consideration. If the Planning & Zoning Committee disapproves, the petition will fail.

Attachment: 2021-0013 Brown - Rezone - Public Hearing Notices and Maps (06 - 21 : 2021-0013 - Robert Brown - Rezone)

2021-0013 Brown - Rezone Request - Location Map

-  Rezone Request Location
-  Water



Attachment: 2021-0013 Brown - Rezone - Public Hearing Notices and Maps (06 - 21 : 2021-0013 - Robert Brown - Rezone)

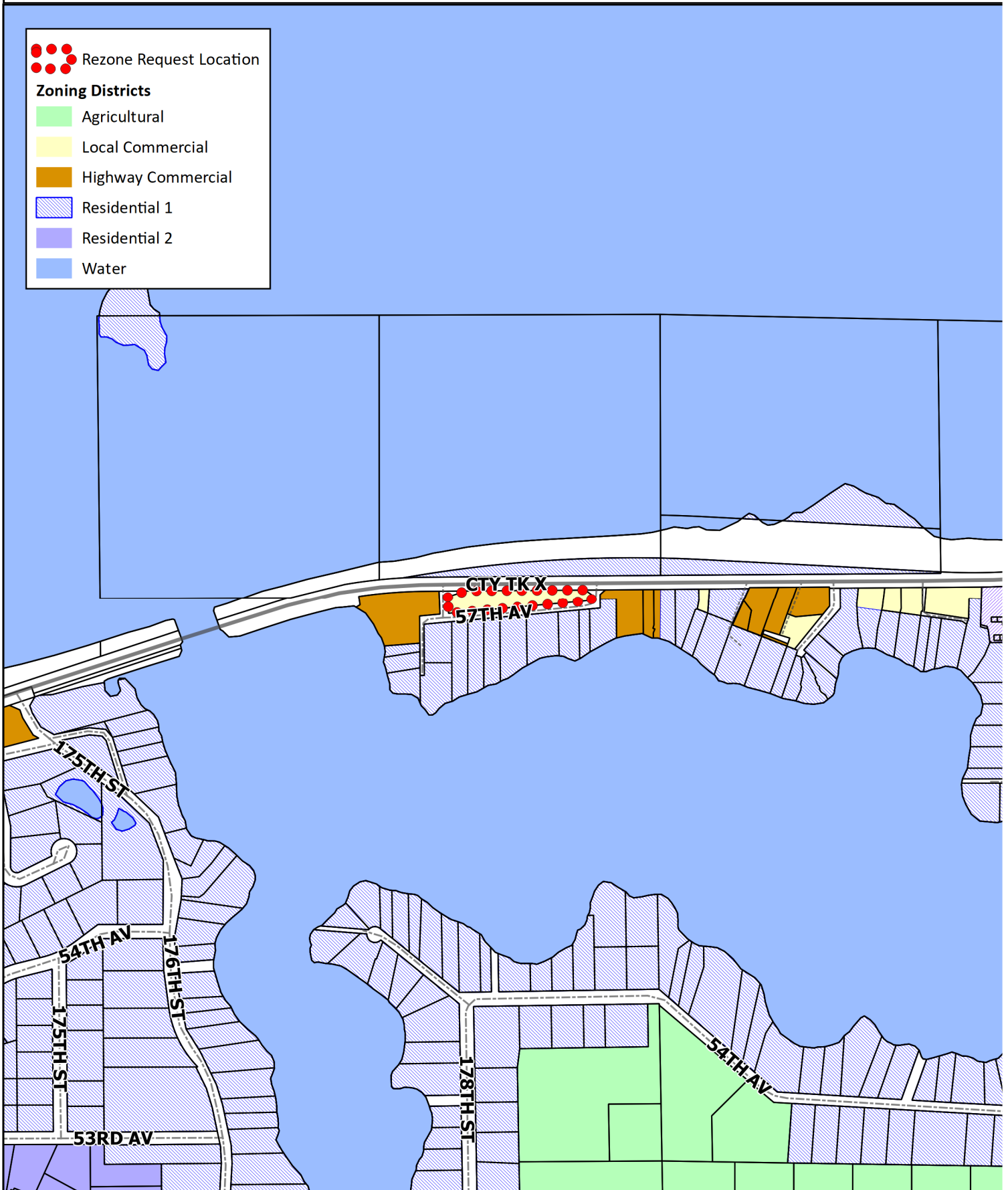
2021-0013 Brown - Rezone Request - Aerial (2021)

 Rezone Request Location



Attachment: 2021-0013 Brown - Rezone - Public Hearing Notices and Maps (06 - 21 : 2021-0013 - Robert Brown - Rezone)

2021-0013 Brown - Rezone Request - Zoning Districts

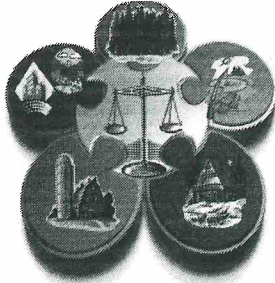


Attachment: 2021-0013 Brown - Rezone - Public Hearing Notices and Maps (06 - 21 : 2021-0013 - Robert Brown - Rezone)

CHIPPEWA COUNTY DEPARTMENT OF PLANNING & ZONING

• 711 North Bridge Street, Chippewa Falls, WI 54729 • Phone: 715.726.7940 • Fax: 715.726.4596 • www.co.chippewa.wi.us •

2021 Rezone Application



Comprehensive zoning consists of written text (commonly referred to as the zoning ordinance) and an official zoning map. The zoning ordinance is a guideline for permitted and conditional uses, which are separated into zoning classifications or districts. The zoning map shows how a town board has designated the particular zoning classifications or districts to parcels of land within their particular jurisdiction. A **REZONE** is where a property owner or other authorized entity seeks to amend the official zoning map, which would allow a use that is currently not permitted on the parcels of land based on the existing zoning classification or district. This is referred to as a zoning map amendment or "rezoning". The requested rezoning change may not be granted if it does not fit with the comprehensive plan and community goals for the respective town and county.

SECTION I: Parcel Owner Information			SECTION II: Agent Information		
Name: <u>Robert Brown</u>			Name:		
Mailing Address: <u>17779 CTH X</u>			Mailing Address:		
City: <u>Chippewa Falls</u>	State: <u>WI</u>	Zip: <u>54729</u>	City:	State:	Zip:
Telephone: <u>715-309-9720</u>			Telephone:		
Email Address (Required): <u>theviewonlakewisconsin@gmail.com</u>			Email Address (Required):		
SECTION III: Parcel Information					
Town of: <u>Lafayette</u>			Property Address: <u>East of 17779 CTH X</u>		
Parcel Number(s): <u>22808-114-64330L01</u>			City: <u>Chippewa Falls</u>	State: <u>WI</u>	Zip: <u>54729</u>
Existing Zoning District(s): <u>Local Commercial</u>			Proposed Zoning District(s): <u>Hwy Commercial</u>		

GENERAL DIRECTIONS:

- Complete** this Application form and the required four (4) parts:
 - ☒ Part 1: General Questions related to the request See attached
 - ☐ Part 2: Planning & Zoning Committee Schedule - 2021
 - ☒ Part 3: General Rezoning Process
 - ☒ Part 4: Applicant Acknowledgement/Signature
- Submit** the completed application, all required information and a **\$350.00** public hearing fee (Make check payable to: Chippewa County Treasurer) by the deadline (as listed in Part 2) to the Chippewa County Department of Planning & Zoning, Room 009, 711 N. Bridge Street, Chippewa Falls, Wisconsin 54729.
- Make arrangements** to attend or have a representative attend any local town plan commission or town board meetings, and the required Planning & Zoning public hearing. This presence is needed so that questions can be answered and concerns addressed.

FOR DEPARTMENT OF PLANNING & ZONING STAFF USE:		
Receipt Number: <u>18131</u>	Appeal Number: <u>2021-0013</u>	Public Hearing Date: <u>8-19-21</u>

Attachment: 2021-0013 Brown - Rezone - Application (06 - 21 : 2021-0013 - Robert Brown - Rezone)

Chippewa County – 2021 Rezone Application

Once the completed application is received, the Department will prepare a public hearing notice and publish it within the Chippewa Herald. The public hearing notice will include the location and time of the required public hearing before the Chippewa County Planning & Zoning Committee. In addition, your neighbors, the Town Board and any appropriate county or state agencies will be notified. At the public hearing, any party may appear in person or may be represented by an agent or attorney to present information to the Planning & Zoning Committee in support or opposition of the rezone request.

Part 1: General Questions. Please use a separate 8.5" x 11" sheet to answer these questions.

1. As the applicant, do you have legal title to the parcel(s)? If you **do not** have legal title to the property, please have the property owner sign this application.
2. Identify the parcel(s) that are or will be part of this rezone request. If needed, an additional sheet listing those parcels can be attached.
3. Describe the present and, if known, any proposed improvements on each parcel of land.
4. Explain why you are requesting to rezone of each parcel. Please identify the proposed use of each parcel.
5. Explain the compatibility of your proposed use(s) with the existing use(s) on adjacent parcels and those in the vicinity of this parcel(s).
6. Discuss any additional issues you feel that supports the consistency of your proposed use with County ordinances and plans as well as any Town ordinances or plans.

Be prepared to give a detailed presentation when called upon at the public hearing before the Planning and Zoning Committee. Prepare an outline of your proposal, something similar to a "business plan", detailing for the Planning & Zoning Committee your proposal. Include any documentation you feel is necessary as part of your presentation in defining your proposal for the Committee and possibly the County Board. It is vital to your application to consult with professionals you feel may be able to assist with your application (i.e. surveyor, attorney, engineer, etc.)

Part 2: Planning & Zoning Committee Schedule - 2021

Applications will not be placed on the appropriate agenda unless they are properly completed and include **ALL** required supporting information or documents **and** payment of the public hearing fee. Applicants are encouraged to consult with staff of the Department of Planning & Zoning prior to the filing of the application. This is an important step to insure that all pertinent issues are identified and to determine what information in addition to the application forms might be necessary in order for the department to accept and process your application. Please CIRCLE or HIGHLIGHT the meeting you intend on attending:

<u>Application Deadline</u>	<u>Public Hearing</u>
December 21, 2020.....	January 21, 2021
January 21, 2021	February 18, 2021
February 18, 2021	March 18, 2021
March 25, 2021.....	April 22, 2021
April 22, 2021	May 20, 2021
May 27, 2021	June 24, 2021
June 24, 2021	July 22, 2021
July 22, 2021	August 19, 2021
August 26, 2021	September 23, 2021
September 23, 2021	October 21, 2021
October 21, 2021	November 18, 2021
November 18, 2021	December 16, 2021

*Note: Applications and all supporting information are due at **12:00 Noon** on the designated date.*

Note: Typically, the Planning & Zoning Committee meetings start at 4:30 PM on the designated dates above.

Part 3: General Rezoning Process:

- (A) The rezone application is filed with the Department of Planning & Zoning. This includes the legal description of the parcels to be rezoned, a written statement addressing the questions as listed in Part 1 and any other information you feel will aid in a decision on this request.

Chippewa County – 2021 Rezone Application

- (B) The Town Board will be notified of the rezone application. The Town Board can recommend approval or denial of a rezoning request. If the Town Board denies a rezone request, the Planning & Zoning Committee can only recommend an approval with modification to the rezone request or deny the rezone request.
- (C) A Class 2 Public Hearing Notice will be published in the Chippewa Herald detailing the request and the date and time of the Public Hearing.
- (D) Property owners of the land and those property owners within 400' (or maybe a greater distance) of the requested rezone change are notified directly by mail as well as the Town Board Chair and Town Clerk. The notice to the property owners will generally contain a portion of the public hearing notice and information pertaining to meetings to be held at the Town level (plan commission, town board, etc) as well as the Public Hearing in front of the Planning & Zoning Committee.
- (E) General maps (location map, aerial view and existing zoning districts map) will be prepared for the request by the Department.
- (F) A department staff report is prepared and sent to the Planning & Zoning Committee, while comments from the general public are solicited.
- (G) Following the Public Hearing, the Planning & Zoning Committee will make a motion to either approve, approve with modification or deny the rezoning request. If the rezone request receives an approval or approval with modification an ordinance amendment will be prepared and placed on the next County Board meeting agenda for their approval.
- (H) If the County Board approves the rezone and the town board files an objection to the approval, the town board will then have 45 days to veto the rezone request following the applicable state statutes.
- (I) If the rezone request receives County Board approval, the final step is the publication of the amendment in the Chippewa Herald. Once published, the zoning district amendment takes effect. The entire process from application deadline to final publication can take two months or more to complete depending upon the scheduling of hearing dates.

Part 4: Applicant Acknowledgement/Signature

This application must be signed by the property owner or in case of an agreement to purchase the property, a letter from the property owner acknowledging the potential buyer is seeking the rezone.

- I certify that the information I have provided in this application is true, accurate and complete.
- I or a representative will have an opportunity to present to the Planning & Zoning Committee information in favor of this request.
- I have the authority to allow the staff of the Department of Planning & Zoning and Planning & Zoning Committee member's access to the property to conduct necessary inspections related to this request.
- I understand that I cannot speak to any member of the Planning & Zoning Committee about this application, except at the public hearing.
- I understand that I cannot direct any written communication about this application to a member of the Planning & Zoning Committee, unless I also file a copy with the Department of Planning & Zoning and direct additional copies to each person who has registered an interest in this application.
- I also understand that if I or my representative fail to appear in front of the Planning & Zoning Committee during the designated public hearing or my failure to observe the above mentioned rules, my request may be **DENIED**.

Signed: _____

Owner/Agent

Date: _____

14 June 2021

Part 5: Planning & Zoning Department Mailing List

Applicant
 Property Owner Owners within 400'
 Planning & Zoning Committee Members
 Town Board Chair & Clerk
 County Board Supervisor
 News Media
 Others
 Wisconsin DNR

US Army Corp of Engineers
 Wisconsin DOT

PART 1:

1. I am in the process of buying the listed parcels and should have ownership around the time of the public hearing on July 22nd 2021. I would just like to be ahead of the game and get everything moving forward as soon as possible.
2. I would like to rezone the parcel 22808-1114-6433OL01 to HWY Commercial to place a parking lot on the western side of the lot.
3. The listed lot currently is a wooded outlot located to the East of The View. I am proposing to vacate the road located between The View and the listed outlot and turn the western side of the outlot (roughly 100-200 feet) along with the road if vacated into additional parking for The View. I would plan to have a fence along the southern side of the lot where I add parking with shrubs/trees on the southern side of the fence to add aesthetic value when viewing from that side.
4. I am requesting to rezone this lot add additional parking for The View. This would also help with the safety concern of customers parking across the highway from The View in the Ray's Beach/Park area parking and crossing HWY X to visit us. Vacating the small road between The View on the outlot would also help with safety by creating a longer dead end. Currently when The View is busy sometimes cars park on 57th ave on both sides creating a bottleneck where an ambulance or fire truck would have a hard time getting through if there ever was a problem. This would also in general reduce traffic on 57th which would be great for all of the neighbors. Garbage would also be reduced greatly on that road from less traffic.
5. Compatibility should not be a problem as The View's lot on the side closest to the outlot is already a parking lot. I would only be extending my parking by 100-200 feet.
6. As stated above in #4 I just feel this would be a great benefit to The Town by vacating a road that they will no longer have to care for along with leaving more parking at the Ray's Beach park. It will benefit the neighbors by reducing garbage and traffic on 57th ave. along with keeping patrons from even going down that road. It will be much safer to the general public as no one will need to cross CTH X to get to my establishment. It will benefit The View by offering additional parking.



Department of Administration

Randy B. Scholz, County Administrator

October 5, 2021

TO: County Board Supervisors

FR: Randy Scholz

RE: Chippewa County Firearms Range Report and Overview/Timeline of Current Reason for the Range Closure

On June 9, 2021, the Chippewa County Public Firearms Range was closed to the public until further notice for all firearm usage due to a report of bullet holes in a pole shed of a neighboring property. The classroom remains open for non-firearm usage, such as Hunter Safety classes.

Since that time the Sheriff's Department conducted an investigation and the County hired an outside consultant, MT2 Firing Range Services, to conduct a range evaluation and assessment. The Facilities & Parks Committee has reviewed the information and would now like to provide the County Board with an update and an opportunity to seek feedback and suggestions for other possible options regarding the future of the range.

The following items will be discussed with the County Board on October 12, 2021:

- a. Facility & Parks Division update on history of Firearms Range and overview/timeline of current reason for the Range closure – Larry Ritzinger
- b. Sheriff's Office summary of investigation into report of possible bullet holes in a pole shed South of the Firearms Range – Lieutenant Rick Starck
- c. MT2 Firearms Range Evaluation/Analysis Report – Dave Andrews
- d. Review of options considered by the Facility & Parks Committee and to seek feedback and other options from the County Board regarding the future of the Firearms Range – Larry Ritzinger

The Committee is considering all options at this time. On September 22, 2021, the Facilities & Parks Committee elected to extend the closure of the range to the general public until further notice and directed that the gate at the Range be locked. All Chippewa County Law Enforcement entities must now check out a range gate key prior to using the range. Also, range use will be limited to static shooting only.

Sincerely,

Randy Scholz
County Administrator

Department of Administration Facilities and Parks Division

Larry Ritzinger, Director

October 4, 2021

FIREARMS RANGE INCIDENT SUMMARY

September 8, 2020: A complaint was filed with the Chippewa County Sheriff's Department (CCSD), regarding a pole shed (located approximately .9 of a mile due south of the firearms range) being impacted by a number of bullets. There were concerns shared for the safety of family and employees due to stray bullets.

- Deputy Sperry responded to the initial complaint of property damage.
- The Sheriff's Department's investigation found seven bullet holes were located on the north side of the pole shed, one bullet hole was located on the south side of the pole shed, one bullet hole was located in the combine (inside the pole shed), and two bullet holes were located in some cabinets that were stored inside the pole shed.
- The Public Firearms Range was closed on 09/11/2020 to all parties.

September 22, 2020: The Facilities & Parks Committee met, discussed and approved a plan to reopen the firearms range. The following safety enhancements were implemented prior to re-opening:

- Installation of 10 cameras.
- Installation of numerous signs stating "No Guns Beyond This Point", "Firing Line" and "Surveillance Cameras in Use" to name a few.
- Modifications to the "eyebrow" limitation board at the Long Gun range.

The Range was reopened to all parties on 10/09/2020.

June 9, 2021: The same complainant from the September 8, 2020 incident contacted the CCSD regarding more bullet holes in the same pole shed. Investigator Lau was assigned to investigate the complaint.

- Dates of incidents were 05/26/2021, 05/28/2021, and 06/02/2021.
- An employee of the complainant while working on a fence line on 05/26/2021 at approximately 3:30 p.m. heard 2-3 bullets fly past. Two new bullet holes were located on the North side of the shed. Note: previous bullets were marked with blue tape.
- The wife of the complainant was doing horse chores standing near the west end of the barn and heard bullets flying over the top of her head with approximate dates of 05/28/2021 – 05/30/2021.
- A visitor to the same property was standing in the horse pasture on 06/02/2021 at the East end of the barn and heard 3 bullets go past her head.
- Closure of Case (summary): The CCSD was able to determine that the bullets came from the direction of the range. The CCSD could not determine if the bullets came from the range itself. Video surveillance of the range was reviewed and, based on dates and times from the witnesses, subjects at the range were identified and interviewed. It was clear that the range rules were violated.

June 15, 2021: The Facilities & Parks Committee discussed the Firearms Range. They directed that the Firearms Range should remain closed to all parties until the next meeting on June 29, 2021. The Committee also wanted to see recommendations from the Public Firearms Range Advisory Committee.



Department of Administration Facilities and Parks Division

Larry Ritzinger, Director

June 22, 2021: The Public Firearms Range Advisory Committee met and forwarded the following recommendations to the Facilities & Parks Committee:

- Reopen the range only to Hunter's Education and Law Enforcement that have a Range Safety Officer or a State Certified Supervisor.
- Create an ordinance that allows the range rules to be enforced.

June 29, 2021: The Facilities & Parks Committee met and was provided with a summary of the investigation by the CCSD, reviewed the recommendations from the Advisory Committee, and put forth the following motions:

1. Create an ordinance to uphold the Firearms Range Rules.
2. Determine the fiscal impact of the installation of the "No Blue Sky" baffles.
3. Open the Firearms Range to Law Enforcement and Hunter's Education.

July 28, 2021: The Facilities & Parks Committee met and was provided with an update on the investigation by the CCSD. The Facilities & Parks committee decided that no further action will be taken at this time until the independent Firearms Range evaluation is completed.

September 22, 2021: The Facilities & Parks Committee met and was provided with a report by Dave Andrews (MT2 Firearms Range Services) regarding the independent Firearms Range evaluation. Director Ritzinger provided a Range Operational Options report to the Facilities & Parks Committee that included the pros and cons of each option. The Facilities & Parks Committee directed that the gate at the Firearms Range shall be locked (instead of utilizing barricades). The following motions were put forth:

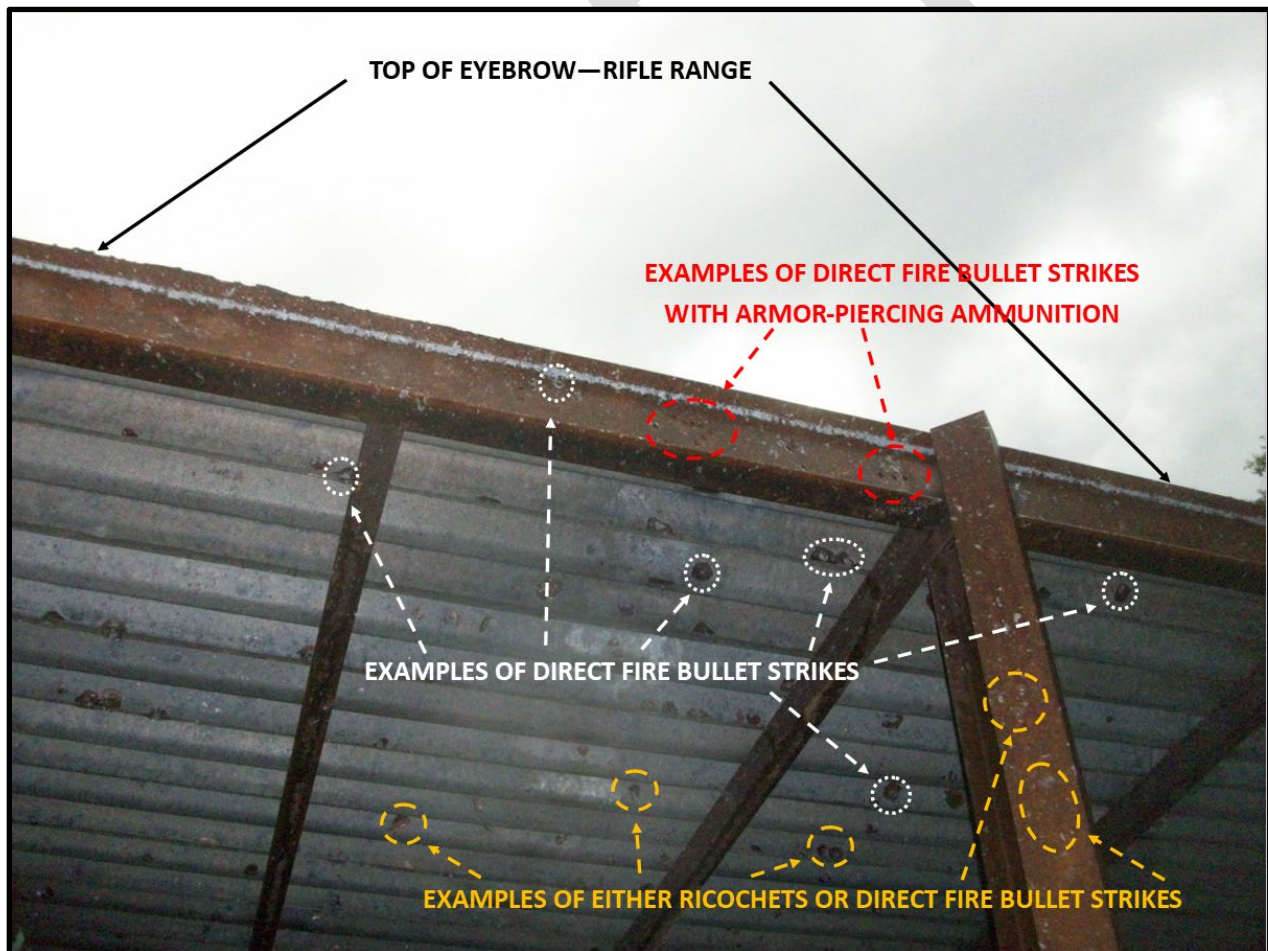
1. To continue to allow Hunter's Safety and all Law Enforcement from Chippewa County to use the range (NO dynamic training will be allowed).
2. Assign the Facilities & Parks Division with calling neighbors and anyone else that requests to be called when any shooting will occur at the range.
3. Continue to keep the Firearms Range closed to the public.

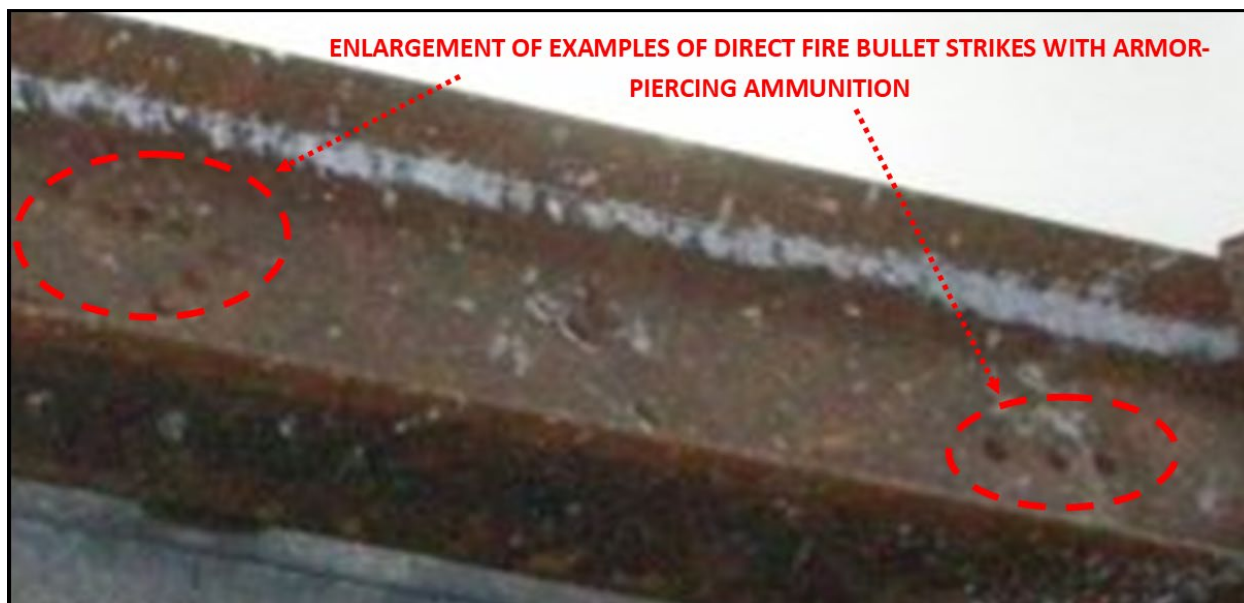
The Public Firearms Range was closed as of 06/10/2021 and remains closed at this time except for all Law Enforcement from Chippewa County and Hunter's Education (static shooting only).

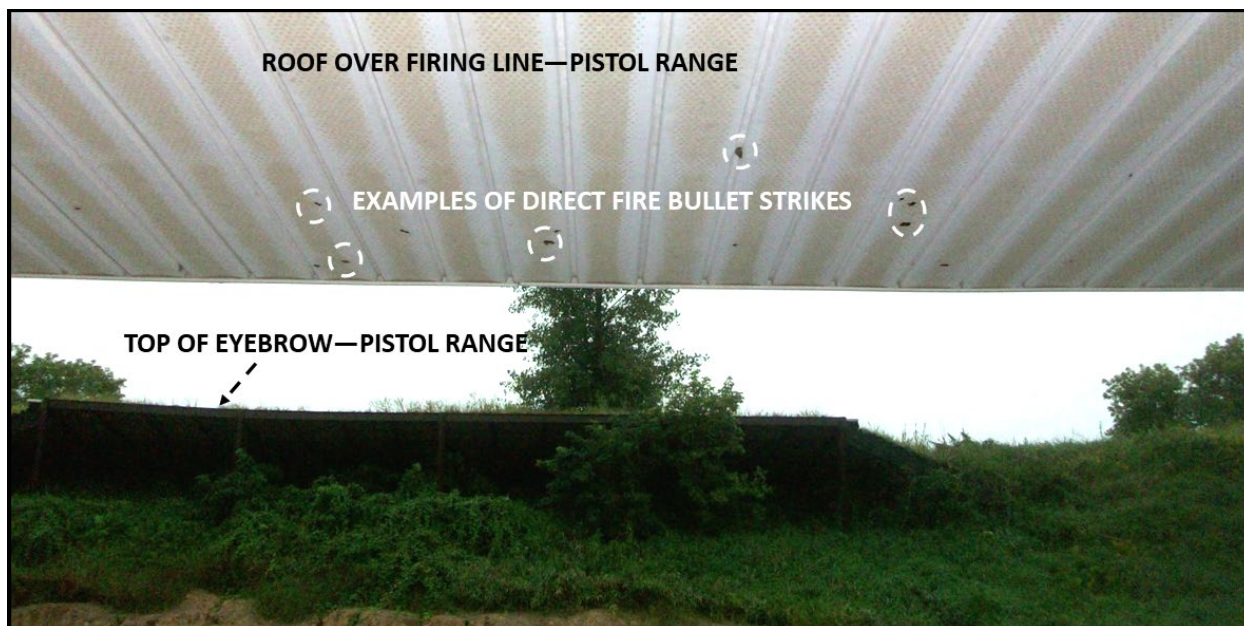
CHIPPEWA COUNTY PUBLIC FIREARMS RANGE AND TRAINING FACILITY: OVERSHOT ISSUE

While the purpose of MT2's contract was not to determine the source of the bullet holes in the private property downrange, it seems that there is a high probability that the source was from the County's Facility. This conclusion is based on the following:

- Review of police reports detailing two investigations in 2020 and 2021
- The distance from the Facility to the property (~0.9 miles) is well within the published range for most ammunition
- Lack of overhead baffles to restrict overshoot (i.e., over the eyebrows on the backstops) on both ranges
- Visual observation of direct fire bullet strikes on the upper portions of the eyebrows on both ranges. Additionally, there were a number of bullet holes observed in the wall of the rifle range pavilion and the ceiling over the firing line at the pistol range. These observations are seen in the following pictures:







There are a number of approaches that can be taken to reduce/eliminate the potential for overshoot at the facility. First it must be recognized that overshoot can take place at the pistol and/or rifle ranges, and most ammunition has the capacity to reach private properties to the south. It should also be recognized that overshoot results from both accidental releases and deliberate shooting above proper targeting systems. When evaluating various alternatives, the County should incorporate the 3E's of Safety: Education, Engineering, and Enforcement. While the following alternatives focus on the "Engineering" component, the County should also consider the other two components, such as:

- Education:
 - Improve signage to stress the consequences of improper use of guns and ammo.
 - Have well defined firing lines at both ranges (primarily for civilian usage)
 - Require Gun Safety Courses and install signage that teaches Bullet Distances and Lead Awareness.
- Enforcement
 - Pass ordinance that has significant fines/penalties for improper use of guns and ammo.
 - Enforce the ordinance and make public aware of consequences.

Engineering: the following alternatives could be considered at the Facility, which ranges from total Facility shutdown to construction of 'no blue sky' baffle systems. In completing its evaluation, the County will have to come to terms with what is the real purpose of the Facility: Civilian Recreation or Law Enforcement Training or Both. The defined purpose of the Facility will have a significant impact on the chosen alternative, the cost, and the liability.

Permanently close the Facility

Should the County decide on this alternative, it must be aware that once it is permanently closed, the Facility would fall under RCRA (the federal regulation for handling hazardous wastes). As such, the County would be required to undertake an extensive environmental investigation to determine the extent of lead contamination (which would likely include both soil and groundwater sampling). Once the extent of contamination is established then the site would have to be remediated to State standards. It is likely that given the amount of lead fragments found on the top of the eyebrows, the remediation would be required not only on the ranges proper, but on the backsides of the backstops, portions of the side berms, and adjacent properties. The costs to close the facility could be in the same order of magnitude as the construction of appropriately designed baffle systems.

Provide range supervision by a *qualified individual*

While this alternative will not ensure that accidental overshoot will not occur, it does dramatically reduce the chance for deliberate shooting above the designated target system. This, in combination with the current video surveillance should significantly reduce the potential liabilities. Currently, County law enforcement use is under supervision, so this option should only apply to civilian use. If this alternative is chosen, however, then the County should also have well-defined user agreements with other municipal, State and Federal agencies who use the Facility. A couple of items to be considered:

- Close the Facility to civilians and keep it open for law enforcement.



- Because there are two different range firing lines, which are visibly separated by a high median berm, with the pistol firing line nearly 90 yards in front of the rifle firing line, the County would either need to have two individuals on site or if only one is present then only one range could be used at a time. Even if more restrictive engineering options are instituted (see below), the County should consider supervision for civilian use to reduce improper shooting at baffle systems and other structures.
- Have the Facility operated by a contracted concessionaire, who is given the responsibility for supervision. This alternative would likely increase user fees more than use of County personnel to offset the 'for profit' venue.

Design and Install "No Blue Sky" Baffle Systems

NRA guidance recommends that backstops be at least 20-feet high and side berms be at least 8 foot high. While there was not a topographic survey available for the Facility, it is estimated that the heights of these structures are:

- sideberms (10-15') and in some instances even higher
- the tops of the eyebrows on the backstops, are close to the guidance (16-19'). This estimate is based on photogrammetric analyses and, if necessary, this estimate should be confirmed with actual survey measurements.
- It should be noted that the right side of the Rifle Range, where some shooting is at the 50-yard targets, the eyebrow structure slopes down with a much lower height. This can be seen in the following picture:



- It should be noted that even with appropriate supervision by County Law Enforcement, there is still the possibility of accidental shooting that could result in overshoot occurring on either range, although it is more likely on the Pistol Range. As explained below, when a range is used for tactical training, the potential for errant shot occurring increases over normal range usage. To help eliminate this risk, the County would have to install appropriately designed baffle/eyebrow systems or shut down the ranges.

Even with appropriately sized side berms and backstops, the NRA also recommends that if downrange conditions are unsure or unsafe, that an appropriately designed baffle system should be considered. The design of the system is such that direct fire would not leave a given range, thus the term “no blue sky”. It is noted that the County has recently contracted with CBS Squared, Inc. who prepared an “Opinion of Probable Costs” report (July 27, 2021), in which baffle systems are discussed.

There are two basic types of baffle systems, which the County could employ at the facility, should it decide that baffles are the best option:

- Vertical Baffles, typically constructed of wooden troughs filled with either gravel or granulated rubber.
- Inclined Baffles, typically constructed of concrete and steel.
- No matter which system is used, the shooting pavilions should have an appropriately designed baffle overhang, which would be the first of several baffles.

In deciding on a baffle system, there are a number of considerations:

- Whatever system is chosen, it will likely be used on both the pistol and rifle ranges.
- The number of baffles will be dependent on the range use as well as existing range conditions.
 - The rifle range is typically one where the firing line and target line stay constant. In this option, there would likely be the need for about ½ dozen baffles
 - On a typical 25-yard pistol range used by civilians under supervision, the firing line and target line stay constant, similar to the rifle range. In this application, there would need to be about 4 baffles.
 - However, on a pistol range used by law enforcement, the target line stays constant, but the shooter moves up and down range. In this application there could be as many as a dozen baffles required.
 - Should law enforcement need to use the pistol range as a “tactical” range, where the shooter moves in all directions, targets move laterally, and different types of equipment (e.g., cars) are used to give officers “real world” situational practice, the number of baffles would also be about a dozen or more in number. The spacing of support columns would have to be increased, thus adding costs.
- Spacing and type of support columns and span length will have a impact on costs and functionality of the range. For example, columns could be made of engineered lumber, cast concrete, or wood veneered steel. If wooden vertical baffles are considered, then the span could be increased by using horizontal ‘I beams’ instead of engineered lumber for the baffle base.
- Height to the bottom of the baffle is typically 8 feet, but the County may consider increasing it to 10 feet to facilitate use by officers.
- Many baffle systems are tied into the side berms or into concrete walls for stability and additional protection.
- Which ever system is chosen, there has to be designed access to the range, especially to the backstop and target line for general maintenance and reclamation activities.



- If evening shooting is planned, then lighting will be required and designed to match the selected baffle system.
- If any baffle system is installed, it should be recognized that it will have an impact on ambient noise levels as compared to the current conditions. This could be a significant issue for property owners in the near vicinity. Vertical baffles will have a different sound reflection than inclined baffles.
- While the inclined baffles may be 10-20% more expensive than the vertical baffles, maintenance/replacement costs of the latter may offset much of the capital cost differential. Additionally, the overall costs of the entire range upgrade could be substantial depending on how the County proceeds with the design options and construction. As such, the county should consider hiring a design team that combines typical civil engineering and firing range design, with significant experience in design and construction oversight of outdoor ranges.

DRAFT



Options	Pros	Cons	Existing Budget	Future Budget
1: Permanently Close Facility to Everyone	Eliminates safety issues	Eliminates a valuable resource for the public.	REVENUE Tax Levy: \$1,775 <u>Fees Rec'd: \$16,655</u> Total: \$18,430.00	REVENUE Tax Levy: \$1,775
	Less work for the F&P Division	Negative impact on Law Enforcement: New location needed for training Increased training costs ~ \$51,624 / yr. (for (6) qualifying shoots / year)	EXPENSES Operational Expenses: \$13,430 <u>Personnel Cost: \$5,000</u> Total: \$18,430	EXPENSES Operational Expenses: \$1,775(Est.)
		Negative impact on Hunter's Ed: New location needed and conflict with grant requirements - 25 year obligation (June 30, 1998 - June 29, 2023)	EXPENSES Sheriff's Dept. Training = \$3,321 / event x (6) events = \$19,926 (County Firearms Range)	EXPENSES Sheriff's Dept. Training = \$11,925 / event x (6) events = \$71,550 (Fort McCoy)
		Environmental site cleanup required One time cost (>\$200,000 est.)		
Options	Pros	Cons	Existing Budget	Future Budget
2: Close Facility to the Public Only	Greatly minimize potential safety issues and County liability.	Eliminates a valuable resource for the public.	REVENUE Tax Levy: \$1,775 <u>Fees Rec'd: \$16,655</u> Total: \$18,430	REVENUE Tax Levy: \$13,430 (Increase of \$11,655)
	Facility would be available for Hunter's Education.		EXPENSES Operation Expenses: \$13,430 <u>Personnel Cost: \$5,000</u> Total: \$18,430	EXPENSES Operation Expenses: \$13,430 (Est.)
	Facility would be available for Law Enforcement - possibly charge user fee?			
	No additional Range Safety Officers would be required.			
Options	Pros	Cons	Existing Budget	Future Budget
3: Sell / Donate Firearms Range to a Local Gun Club or Private Party to Manage / Operate.	Greatly minimize potential safety issues and County liability.	The County would need to seek out a Gun Club or Private Party that has interest in this opportunity.	REVENUE Tax Levy: \$1,775.00 <u>Fees Rec'd: \$16,655.00</u> Total: \$18,430.00	REVENUE Tax Levy: \$ To Be Determined
	Facility could be available for Hunter's Education, Law Enforcement and the General Public. This could be worked out in the agreement.	The County would have to develop a Memorandum of Understanding (MOU) or contract that would detail the specifics of the agreement.	EXPENSES Operation Expenses: \$13,430.00 <u>Personnel Cost: \$5,000.00</u> Total: \$18,430.00	EXPENSES Operation Expenses: \$ To Be Determined
	Range Safety Officers (RSOs) would be required (when the Range was open to the public), and the Gun Club or Private Party would manage the RSO staffing.	The County would have to develop a "migration plan", which may include an initial budget to rework and improve the Firearms Range to optimize safety.		

Options	Pros	Cons	Existing Budget	Future Budget
4: Design & Install "No Blue Sky" Baffle System	Greatly minimize potential safety issues and County liability.	Expensive: Static Use = 10 Baffles @ \$420,000 Dynamic Use = 18 Baffles @ \$756,000 (estimated cost)	REVENUE Tax Levy: \$1,775 <u>Fees Rec'd: \$16,655</u> Total: \$18,430	REVENUE Tax Levy: \$1,775 <u>Fees Rec'd: \$16,655</u> Total: \$18,430.00
	Facility would be available to the public, Law Enforcement, and Hunters Safety training.	The Public user fees would likely need to increase drastically (see information below)**.	EXPENSES Operation Expenses: \$13,430 Personnel Cost: <u>\$5,000</u> Total: \$18,430	EXPENSES Operation Expenses: \$13,430 Personnel Cost: <u>\$5,000</u> Total: \$18,430.00
		Well-defined user agreements needed for non-County Law Enforcement Usage (a County ordinance to allow for "Rule" enforcement will need to be created).		
		Without reserve safety officer (RSOs), some safety risk will exist.		**Baffle Construction - a one-time expenditure ~ \$500,000 - \$1,000,000
Options	Pros	Cons	Existing Budget	Future Budget
5: The County to Provide Range Supervision (RSOs) at ALL Times the Range is Open to the Public	Greatly minimize potential safety issues and County liability.	Without a baffle system in place, there will still be a slight safety risk.	REVENUE Tax Levy: \$1,775 <u>Fees Rec'd: \$16,655</u> Total: \$18,430	*See Options Below
	Better patron participation with Range maintenance / cleanup.	Well-defined user agreements needed for non-County Law Enforcement Usage (a County ordinance to allow for "Rule" enforcement will need to be created).	EXPENSES Operation Expenses: \$13,430 Personnel Cost: <u>\$5,000</u> Total: \$18,430	
	Potential to collect higher revenue.	To supervise the Range appropriately, (2) Range Safety Officers may be required - 1 for each range. Cost prohibitive.		
		Additional County staff time will be required to manage and complete the scheduling responsibilities.		
		Increased public fees. See below **		

NOTE: To achieve ultimate Firearms Range safety, options # 4 and #5 above would need to be implemented.

BUDGET INFORMATION FOR OPTION #5 ABOVE

Option 5a: <u>2 RSO's for 30 hours/week - (32) weeks</u> <u>(2 part time - 975 hrs. each)</u>	Range Closed December - March	Daily Fee: \$15.00 Membership Fee: <u>\$50.00</u> Estimated Fees Collected: \$55,000**		RSO Personnel Cost: \$32,613.00 Operational Expenses: \$13,430.00 F&P Expenditure Transfer: <u>\$5,000.00</u> Total Required: \$51,043.00
Option 5b: <u>3 RSO's for 46 hours/week - (32) weeks</u> <u>(3 part time - 975 hrs. each)</u>	Range Closed December - March	Daily Fee: \$20.00 Membership Fee: <u>\$75.00</u> Estimated Fees Collected: \$77,500**		RSO Personnel Cost: \$48,918.00 Operational Expenses: \$13,430.00 F&P Expenditure Transfer: <u>\$5,000.00</u> Total Required: \$67,348.00
Option 5c: <u>3 RSO's for 63 hours/week (32) weeks</u> <u>(1 full time benefitted - 2080 hrs. and 2 part time - 975 hrs.)</u>	Range Closed December - March	Daily Fee: \$25.00 Membership Fee: <u>\$100.00</u> Estimated Fees Collected: \$100,000**		RSO Personnel Cost: \$94,375.00 Operational Expenses: \$13,430.00 F&P Expenditure Transfer: <u>\$5,000.00</u> Total Required: \$112,805.00

****Fee Schedules noted above are based on annual sales of 500 memberships and 2000 daily usage fees.**



Barn Replacement Project 2022-2023



OVERALL SITE PLAN
NOT TO SCALE

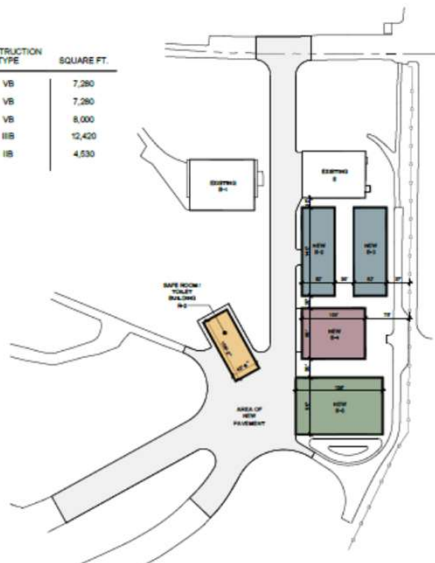




CONCEPT VIEW
AERIAL VIEW OF EAST BARNs

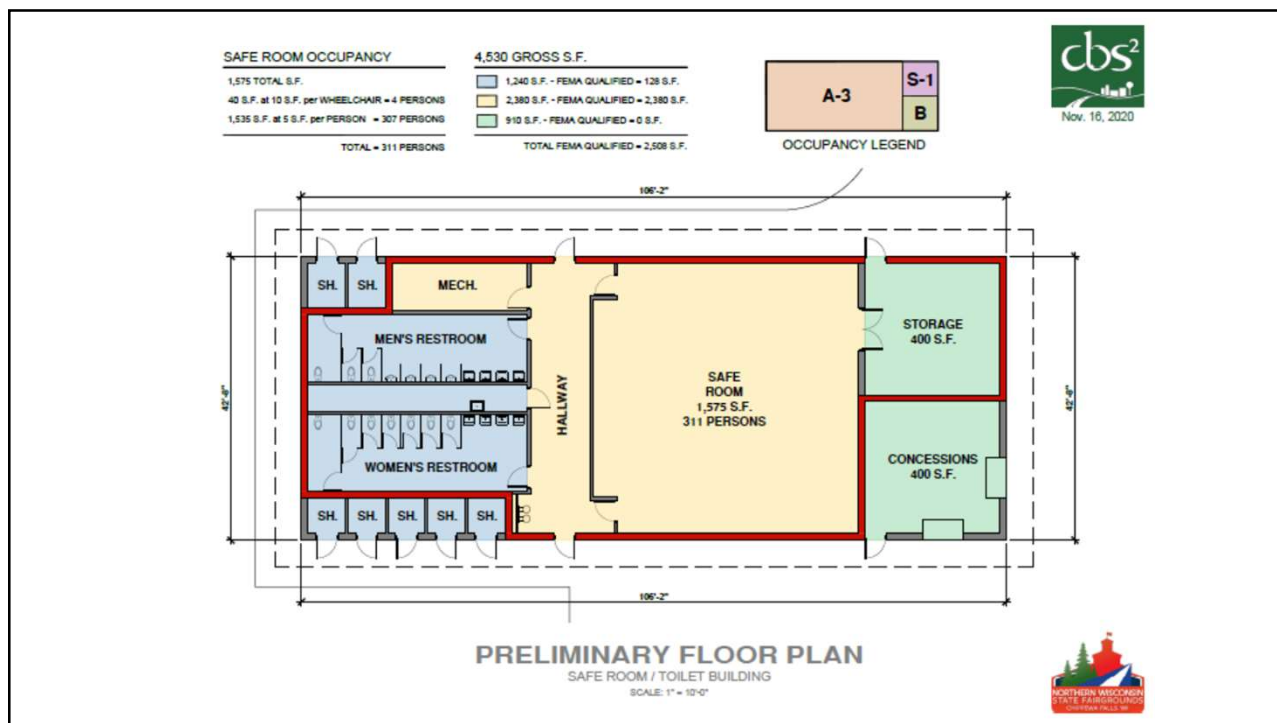
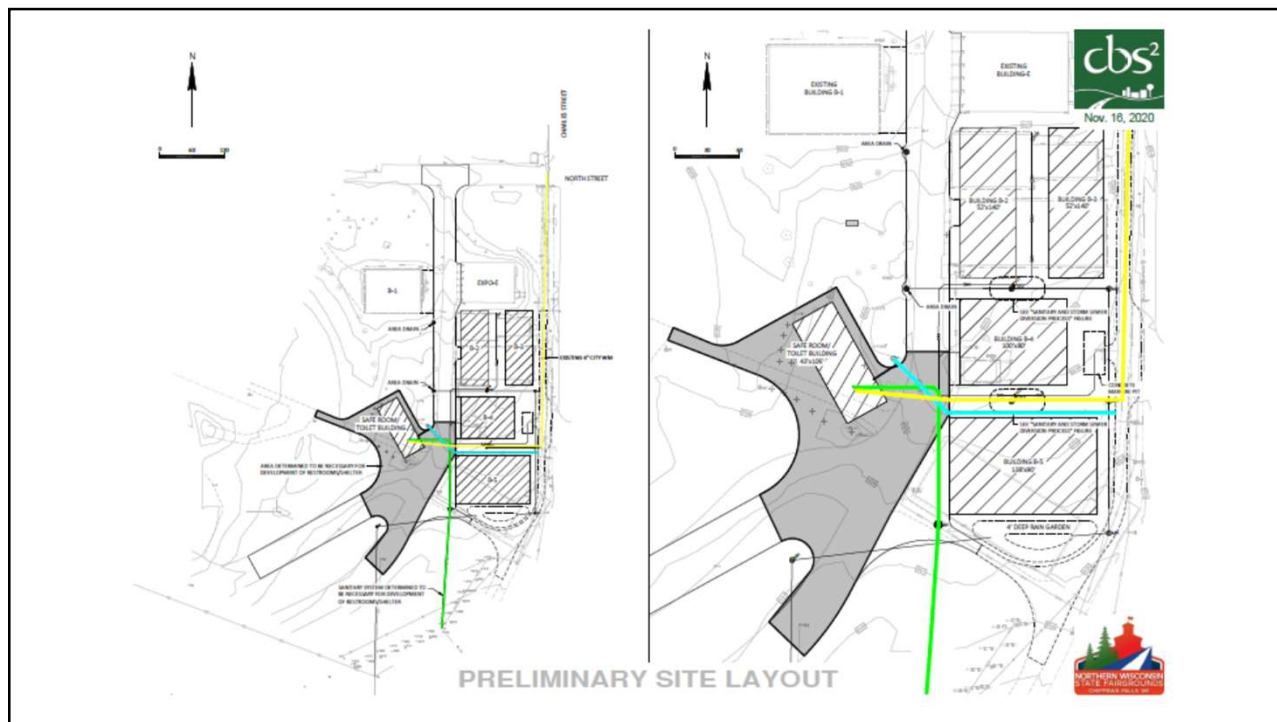


BUILDING	OCCUPANCY CLASSIFICATION	CONSTRUCTION TYPE	SQUARE FT.
B-2	A-3	VB	7,280
B-3	A-3	VB	7,280
B-4	A-3	VB	8,000
B-5	A-3	IB	12,420
R-2	MIXED USE A-3 / B / S-1	IB	4,530



PRELIMINARY SITE PLAN
SCALE: 1" = 100'-0"







CONCEPT VIEW

BARN 2



CONCEPT VIEW

BARN 2 LOOKING SOUTH





CONCEPT VIEW

BARN 4



CONCEPT VIEW

BARN 5 LOOKING NORTH





CONCEPT VIEW

SAFE ROOM/TOILET BUILDING VIEW 1



CONCEPT VIEW

VIEW OF SAFE ROOM/TOILET BUILDING AND BARN 5



Project Cost

<u>Category</u>	<u>Probable Cost</u>	<u>Note</u>
B2 & B3 (Cattle Barns)	\$1,110,084.	2 – Multi-purpose Cattle Barns
B4 (Show Arena/Coliseum)	\$1,202,730.	Multi-purpose structure
B5 (Small Animal Structure)	\$993,307.	Multi-use structure
R2 (Restrooms>Showers Safe Room)	\$1,356,555.	Year-round structure
Civil (Utilities, Roads, Demo)	\$684,195.	Includes Storm Drainage
Less Civil & Utilities in R2 estimate	<u>-\$98,650.</u>	Utilities covered in FEMA Grant
Total:	<u>\$5,248,220</u>	Includes 6% inflation cost/year (\$276,153.73 for 2022)
Probable FEMA Grant:	<u>-\$670,692</u>	
Total Less FEMA Grant:	<u>\$4,577,528</u>	

Projected Annual Non-Fair Revenue

Income:		
<u>Animal Events</u>	\$21,700	Non-Fair Animal Shows (Goat, Alpaca, Sheep, Dairy, Beef)
<u>Non-Animal Events</u>		
Coliseum (B-4)	\$16,000	Weddings, Banquets, Meetings, Buying Shows, Auctions
Barns B2 & B3	\$6,000	Event Rentals (Flea Market, Farmers Market, arts/craft)
Barn B5 (12,420 sq feet)	<u>\$10,000</u>	Event Rentals (Circus, Wrestling Match, Sports)
Non-Animal Event Total	\$32,000	
<u>Additional Revenue</u>		
Added Winter Storage	\$20,000	Barn B4 & B5 (20,000 square feet)
Advertising	<u>\$15,000</u>	
Additional Revenue Total	\$35,000	
Projected Revenue:	\$88,700	

Projected Annual Expense

In addition to current expenses

Heat/Elec.	\$5,000
Water/Sewer	\$2,000
General/Admin	\$1,000
Wages/benefits	\$15,000
Maintenance/Supplies	\$4,000
Advertising/Marketing	<u>\$5,000</u>
Annual Expenses:	\$32,000

Net Annual Proceeds: **\$56,700**

Note: This will eliminate three tents currently used during the annual Fair at an annual cost savings of \$6,000.00.

Barn Replacement Project Fundraising Solicitation Timeline

September 2021: Local/Regional Foundations, Grants (FEMA, DATCP, WEDC), Ag-Businesses, Corporate Farms, City, County, State Funding options.

October 2021: Local Businesses & Clubs, Vendors, Exhibitors, Carnival, Events, and Individuals.

We will not begin this project until we have sufficient funds secured to complete the project. **All donations are tax deductible as allowed by IRS.**

Donor Levels

<u>Name</u>	<u>Amount</u>	<u>Frequency</u>	<u>Recognition</u>
Profiteers	\$750,001 - \$1,250,000	3–5 year	Barn 4 or 5 (Name in your honor)
Harvesters	\$500,001 - \$750,000	3–5 year	Barn 2 or 3 (Name in your honor)
Growers	\$250,001 - \$500,000	3–5 year	Storm Shelter/Bath House
Seedlings	\$100,001 - \$250,000	3–5 year	Concession Stand
Fertilizers	\$50,001 - \$100,000	1-year	Meeting Room
Planters	\$10,001 - \$50,000	1-year	
Tillers	\$1,000 - \$10,000	1-year	

All donations over \$1,000 will be recognized on our Donor Board

Additional funds from this campaign will be used to update our Youth Exhibit Hall and Horse Barn.

Construction Timeline

Ideal and Aggressive

With Strong Support

Fall 2021:	Prepare Project Area
Spring 2022:	Address Project Area for 2021 Fair and Events Goal to complete Restroom/Shower structure
Summer 2022:	Mid-July start barn construction
Fall 2022:	Complete barn construction
Winter 2022:	Finish Barn Replacement Project
Spring 2023:	Address signage and details for 125 th NWSF
2022 NWSF will be adjusted to accommodate Animal Housing	

NWSF 2021 EVENTS

Non-Fair Fairgrounds Utilization

<u>Events</u>		<u>Total Non-Fair Event Days</u>
Multi-day events:	15	53
Single day events:	23	23
County/Extension event days:	28	28
City Services -Training/Testing:	25	25
Public School related activities:	31	31
Club/Group meeting:	8	8
Event setup/tear down days:		52
Total Days (April – October = 214)		220

NOTE: *The annual Fair needs 28 days to setup, produce, and tear down*

Thank you for your support

Rusty Volk, CFE
Executive Director
Northern Wisconsin State Fair Association, Inc
715.723.2861
r Volk@nwsfa.com

Be Kind and Be Respectful, It's a Family Affair

**STATEMENT OF EXPLANATION**

Resolution No. 40 - 21

**RESOLUTION TO PROCLAIM OCTOBER 2021 AS MANUFACTURING
MONTH IN CHIPPEWA COUNTY - RANDY SCHOLZ**

- 1 Passage of this resolution will formally proclaim October 2021 as Manufacturing Month
- 2 in Chippewa County and recognize the important role that manufacturing plays in Chippewa
- 3 County and the State of Wisconsin.
- 4

Resolution No. 40 - 21

**RESOLUTION TO PROCLAIM OCTOBER 2021 AS MANUFACTURING MONTH IN CHIPPEWA
COUNTY - RANDY SCHOLZ**

WHEREAS, the State of Wisconsin has declared October 2021 as Manufacturing Month;
and

WHEREAS, Manufacturing Month has been recognized as an effective way to expand knowledge about the value manufacturing brings to Chippewa County's economy, the importance of the industry to the state's and the nation's economic well-being, and to showcase the high-wage manufacturing jobs available in the industry; and

WHEREAS, manufacturers in Wisconsin account for 19% of the total economic output in the state, while employing 17% of the workforce; and

WHEREAS, the total annual output from manufacturing in Wisconsin is over \$63 billion and the average worker employed in manufacturing receives annual compensation of over \$74,000 per year; and

WHEREAS, Chippewa County supports and continues to encourage connecting with our local workforce and building the next generation of skilled manufacturing employees by working with the Chippewa County Economic Development Corporation, the Chippewa Valley Innovation Center, the Chippewa Valley Technical College, all local Chippewa County school districts, and the local manufacturers; and

WHEREAS, local economic development partners, along with the Wisconsin Department of Workforce Development, the Wisconsin Department of Revenue, the Wisconsin Economic Development Corporation, the Wisconsin Manufacturing Extension Partnership, the Wisconsin Technical College System, and the Wisconsin Manufacturers & Commerce, will utilize October to showcase the skilled and high-paying jobs afforded by a career in manufacturing, to support and promote a positive public image of manufacturing, and to ensure the continued growth of the manufacturing industry in Chippewa County; and

WHEREAS, the Chippewa County Board commends and supports all of the organizations involved with Manufacturing Month 2021;

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors does hereby proclaim October 2021 as Manufacturing Month in Chippewa County; and

BE IT FURTHER RESOLVED, that the County Board urges all citizens of Chippewa County to join in recognizing the value of our manufacturers and the important role they serve in our community.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

There is no fiscal impact to Chippewa County by passage of this resolution.

10/12/2021 County Board

RESULT: APPROVED [UNANIMOUS]

MOVER: Mechele Shipman, District 9

SECONDER: Lee McMenamin, District 4

AYES: Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill

EXCUSED: Glen Sikorski

History:

10/05/21 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

9/17/2021

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

9/17/2021

Randy B. Scholz

Randy B. Scholz, County Administrator

9/17/2021



STATEMENT OF EXPLANATION

Resolution No. 41 - 21

RESOLUTION TO CREATE A FULL-TIME CRIMINAL JUSTICE SERVICES SPECIALIST CASE MANAGER POSITION IN THE CRIMINAL JUSTICE SERVICES DIVISION OF THE DEPARTMENT OF ADMINISTRATION - RANDY SCHOLZ AND ROSE BAIER

1 Passage of this resolution will create a full-time Criminal Justice Services (CJS) Specialist
2 position in the CJS Division of the Department of Administration. This position will focus on
3 completing assessments and monitoring pretrial participants under bond conditions,
4 completing observed drug testing for all CJS clients involved in Recovery Court, Pretrial, and
5 Front-End Intervention (FIT) diversion programs, and facilitating evidence-based programs.
6 Both the FIT Program and Recovery Court allow individuals to remain in the community while
7 participating in treatment in lieu of serving jail sentences or lengthy probation terms. By
8 offering services and treatment interventions to these individuals, they are able to remain in
9 the community under supervision, pursue recovery, gain employment, and keep their children
10 in their homes. These individuals are able to receive treatment and intervention earlier in the
11 criminal justice process or be diverted altogether from the system. This position is essential to
12 providing necessary services received by all CJS participants.

13 This position has been contracted through Lutheran Social Services since 2017 and is a
14 fully funded full-time position. The Treatment Alternatives and Diversion (TAD) grant provides
15 funding for 20 hours per week for this position and levy funding provides the remaining funds
16 for the position. It is essential for succession planning and CJS operations to have this position
17 work directly under the CJS Director in Chippewa County and not through a contracted position.
18 This position conducts pretrial and COMPAS assessments, attends all bond and initial court
19 appearances, and verifies and monitors participant compliance with pretrial conditions. This
20 position also completes observed drug testing and facilitates evidence-based programming for
21 all CJS participants.

22 The overarching concern in the community and the northern region of Wisconsin is the
23 Methamphetamine epidemic. It is affecting every County department involved with CJS,
24 including the Department of Human Services, law enforcement jurisdictions, the Jail, Clerk of
25 Courts, District Attorney's Office, Corporation Counsel, Child Support, and the Circuit Courts.
26 The drug of choice for participants in Recovery Court and FIT Programs is Methamphetamine

27 and CJS diversion programs work in collaboration with other systems to produce positive
28 outcomes for these individuals, which benefit all areas of the system. The Chippewa County
29 diversion models have proven to be effective in reducing recidivism of individuals who are at
30 high risk to reoffend. Many of these individuals were diverted from jail, probation, or prison.

31 This resolution will authorize the CJS Division to use state and local funds allocated by
32 the County Administrator and approved by the Chippewa County Board of Supervisors
33 commencing in fiscal year 2022. This position is sustainable as a contracted position currently,
34 however passage of this resolution would make it a sustained Chippewa County position
35 improving service delivery and assuring succession planning for the CJS Division.

36

Resolution No. 41 - 21

**RESOLUTION TO CREATE A FULL-TIME CRIMINAL JUSTICE SERVICES SPECIALIST CASE
MANAGER POSITION IN THE CRIMINAL JUSTICE SERVICES DIVISION OF THE DEPARTMENT OF
ADMINISTRATION - RANDY SCHOLZ AND ROSE BAIER**

WHEREAS, the Chippewa County Criminal Justice Services (CJS) Division of the Department of Administration oversees the Chippewa County Front-End Intervention Treatment (FIT) Program, Recovery Court, and other pretrial monitoring programs; and

WHEREAS, these pretrial programs serve adults in the criminal justice system who are participating in diversion programs in lieu of receiving charges, serving jail sentences or prison sentences, or being placed on probation; and

WHEREAS, by offering case management, supervision services, and treatment interventions through the diversion model, individuals with drug or alcohol motivated crimes are able to remain in the community, pursue recovery, gain employment, and keep their children in their homes; and

WHEREAS, the diversion models offer evidence-based approaches that are proven to be effective in reducing recidivism of individuals with alcohol or drug addictions who are at risk to reoffend; and

WHEREAS, the CJS diversion programs have diverted caseloads away from the court system and Department of Corrections, saving the criminal justice system time and money; and

WHEREAS, the CJS diversion programs have shown success in diverting individuals out of the criminal justice system, reducing recidivism, returning custody rights to parents, graduating participants and meeting the national diversion standards; and

WHEREAS, the CJS Division has had a full-time contracted position through Lutheran Social Services providing these diversion services since 2017; and

WHEREAS, creation of a full-time CJS Specialist position within the CJS Division, to focus on pretrial monitoring, assessment, drug testing, and evidence-based programming, would promote succession planning and sustainability in the Division as the position would work directly under the CJS Director, rather than through a contract with an outside entity; and

WHEREAS, if this position is created, it is the intent of the CJS Division to hire the person currently providing these pretrial services through the contract with Lutheran Social Services to be the CJS Specialist and that contract would therefore be terminated effective January 1, 2022;

WHEREAS, it is the recommendation of the CJS Director and the County Administrator

that commencing on January 1, 2022, a full-time CJS Specialist position be created in the CJS Division that would be funded through the use of state and levy funds, which are currently being used to fund the contracted position; and

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2022, a full-time CJS Specialist position is created in the CJS Division of the Department of Administration to focus on pretrial monitoring, assessment, drug testing, and evidence-based programming for all CJS participants; and

BE IT FURTHER RESOLVED, that this position shall be funded by using a combination of state and levy funding that is being used to fund the current contracted position; and

BE IT FURTHER RESOLVED, that the CJS Division shall allocate the necessary funding from state and levy funding sources to permanently fund this position, but should future funding allocations not be sufficient to generate enough state and levy funds to fully fund the position, this CJS Specialist position may be eliminated by the County Administrator through the budget process.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Funded with TAD State Grant and Tax Levy

Wages and Benefits \$87,742

Training Expenses \$1,500

Computer Equipment \$2,500

Total Estimated Cost \$91,742

10/12/2021 County Board

RESULT: APPROVED [UNANIMOUS]

MOVER: Kari Ives, District 12

SECONDER: Annette Hunt, District 13

AYES: Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill

EXCUSED: Glen Sikorski

History:

10/05/21 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:



Todd A. Pauls, Corporation Counsel

9/17/2021



Lori Zwiefelhofer, Finance Director

9/20/2021



Randy B. Scholz, County Administrator

9/20/2021



CHIPPEWA COUNTY

Department of Administration

Personnel Administration Change Form

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

Department: DOA Division: Criminal Justice Services

Current Job Description Title: Contracted Position Assessor/Programmer Anticipated Start Date: 1/10/22

Proposed Job Description Title: (if different) CJS Specialist

Direct Supervisor: Rose Baier

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):

This 40 hour per week position has been filled with a contracted person since 2017 as a "Programmer/Assessor". The position works with the CJS team and Criminal Justice Stakeholders to complete all COMPAS assessments on criminal justice involved individuals, runs evidence based programs, completes pretrial assessments, and monitors a portion of pretrial participants. This position also completes observed random drug testing. It is essential for succession planning for the CJS Division for this position to be a county position and not contracted. The difficulty with having this position contracted includes no access to the county server, the ability to work on necessary files within the CJS folders to share data, and provide coverage. Moving forward the position title will be CJS Specialist.

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?):

The CJS Specialist position works with the CJS team and Criminal Justice Stakeholders to complete all COMPAS assessments on criminal justice involved individuals, runs evidence based programs, completes pretrial assessments, and monitors a portion of pretrial participants. Chippewa County is part of the Evidence Based Initiative with the State and a Pretrial Pilot. This position is essential to all of the programs within the Division. If this position were not in existence, Chippewa County would have to drop the Pretrial program and step-down from the Pretrial Pilot with the state. This position completes over 100 COMPAS assessments per year, monitors 100 pretrial participants at a time, runs Evidence Based Programming for all programs in CJS, and completes observed drug testing for participants. This position is essential to the successful outcomes of participants in CJS programs which divert individuals from further involvement in the criminal justice system, including probation, jail, or prison. This keeps individuals in the community, employed, and contributing to the community.

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

The CJS Specialist monitors 100 pretrial individuals, completes all COMPAS assessments, runs weekly Evidence Based Groups, and provides direct observation for all drug testing. Due to Drug Testing requirements, this position must be a male at this time. They provide direct observation to testing participants to align with Key Components and standards of programs.

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:

This has been a contracted position up to this point. None of the duties would be eliminated. However, if under the county, reassigning or adding duties as necessary would be available. There are challenges with efficiencies when utilizing a contracted position to fulfill this role including data sharing, back-up, and ability to reassign duties as necessary.

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: ☒ 2088 ☐ 1500 ☐ 1044 ☐ 975 ☐ Other: _____

Description of Anticipated Work Schedule Monday through Friday 8 hours per day- Typically 7:30-4:00

(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

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

No succession planning with job duties leaving CJS programs vulnerable. Potential for lack of sustainability for the programs resulting in more cases needing to be prosecuted affecting all stakeholders. Without position, Chippewa County would need to cease doing Pretrial Monitoring and step-down from state pilot.

What is the impact of not filling the position in:

3 months: Minimal impact as contracted position is in place for 2 more years

6 months: Minimal impact due to current contract

12 months: Difficulty with succession planning for CJS

Not at all: Continued contract and liability concerns

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?

This position fits into the long-range and strategic plans for the CJS and County by promoting a safe, healthy, and prosperous environment for Chippewa County Citizens. The Programmer/Assessor completes all risk assessments, monitors drug testing and pretrial participants, and facilitates evidence based programming for all of CJS. Participating in these programs allows individuals to stay in the community and reduces jail and prison time along with harm reduction.

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2021 BUDGETED AMOUNT FOR POSITION

Per Personnel Cost Report

Per Benefit Estimate Report

Total Budgeted for Position

Number of Hours Budgeted for Position per 2021 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	X	2088	=	49,297.68
Starting Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)		Total Wages Minimum Impact

49,298	+	9120.00	+	24648.00	=	83,066.00
Total Wages Minimum Impact		Fringe Benefits* (Use percentage below)		Health Insurance **		Total Minimum Fiscal Impact 2021

Position Point Fiscal Impact

Position Point Wage/Max Step (WPPA) 25.50 of Pay Grade 0

25.50	X	2088	=	53,244
Position Point Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)		Total Wages Maximum Impact

<u>52,244</u>	+	9,850	+	<u>24648.00</u>	=	<u>86,742.00</u>	<u>87,742.00</u>
Total Wages Position Point Impact		Fringe Benefits*		Health Insurance **		Total Maximum Fiscal Impact 2021	
		(Use percentage below)					

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

**Health Insurance Annual Premium: $\frac{2022}{24,648}$ Full Time = $\frac{22,988}{24,648}$ WPPA = \$21,589

2021 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)	\$ _____ 1,500.00 EBP, Pretrial Training
Computer equipment	\$ _____ \$2,500 (computer, monitor)
Office furniture and supplies	\$ _____
Other operating expenses	\$ _____
Renovation/relocation costs	\$ _____
Total Other Costs	\$ _____ 4000

2021 FUNDING SOURCES

☐ Federal/State (Specify) _____	_____ %	\$ _____
☒ County Tax Levy 36,816 already in Budget for contracted position	75 %	\$ <u>62,880</u> <i>63,800</i>
☐ County Other (Specify) _____	_____ %	\$ _____
☒ Grant (Specify) TAD Grant	25 %	\$ <u>27,912</u>
☐ Grant (Specify) _____	_____ %	\$ _____
☐ Other (Specify) _____	_____ %	\$ _____
TOTAL		100% \$ <u>90,792</u> * <i>91,742</i>

*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:

The TAD Grant is opened competitively this year for 2022-2026. It is anticipated Chippewa County will have these funds available through 2026 and will then need to reapply for the grant again. This funding has been available for the past 18 years and continues to expand offerings.

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

If this grant were to cease, the additional \$27,912 would need to come from county levy. However, this grant has been offered for over 18 years.

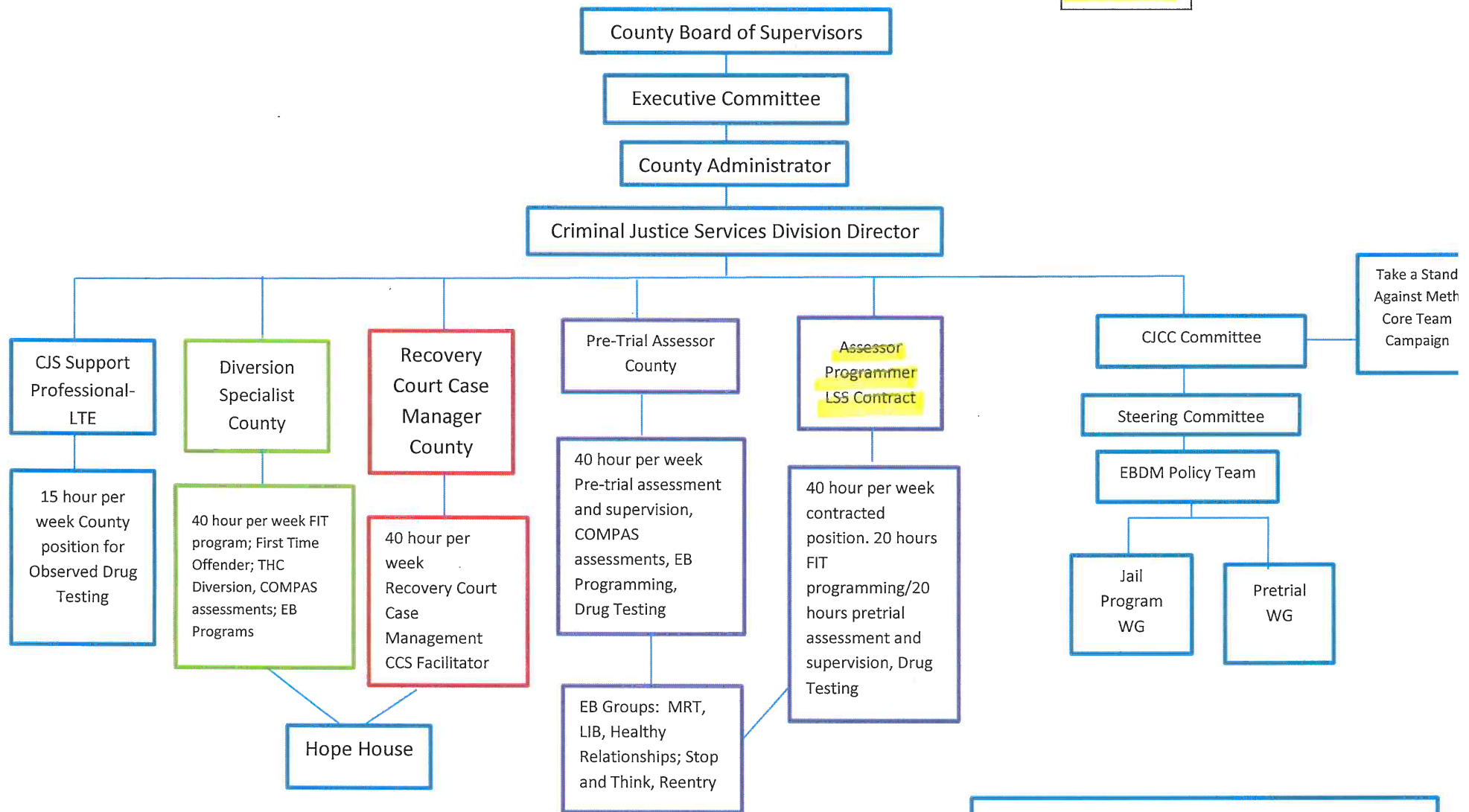
NOTE: Attach an updated organizational chart and the approved job description located on the K:drive/Human Resources. All recommended changes for consideration should be indicated with highlights and strikeouts. Positions will not be considered absent job descriptions.

1. <u><i>Ross B. Bain</i></u> <u>9/16/21</u> Department Head Recommendation Date	4. <u><i>M. S. S. S.</i></u> <u>9.16.21</u> County Administrator Approval Date ☒ Approved ☐ Denied
2. <u><i>Jonathan</i></u> <u>9/16/21</u> Human Resources Division Review Date ☒ Recommend ☐ Not Recommend	5. _____ Date County Board Approval ☐ Approved ☐ Denied Resolution No. _____ ** New Positions Only **
3. <u><i>Don Zwickelhofe</i></u> <u>9/16/21</u> Finance Division Review Date ☒ Recommend ☐ Not Recommend	

Comments: _____

CRIMINAL JUSTICE SERVICES DIVISION
ORGANIZATIONAL CHART- Effective 2020

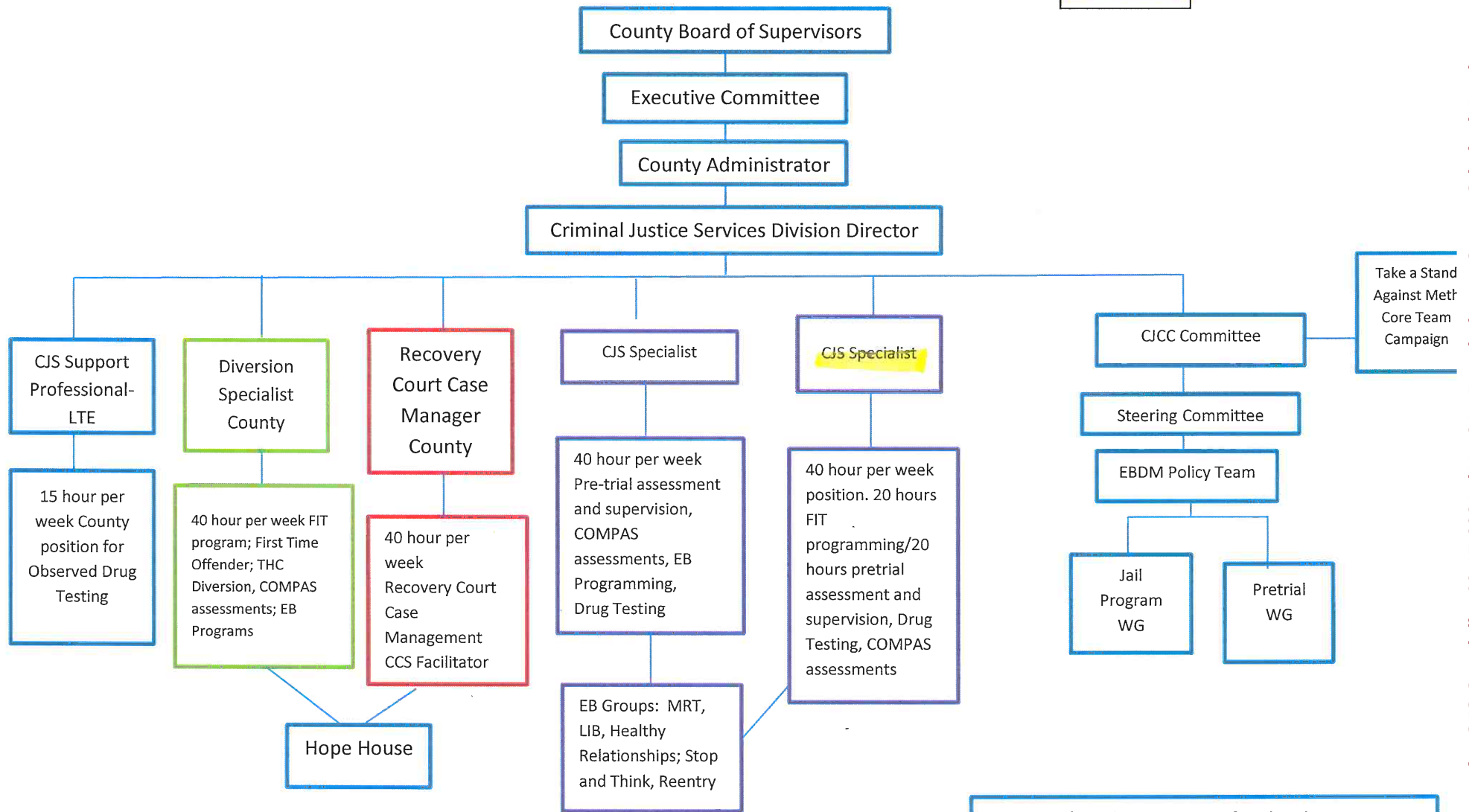
CURRENT



CJS Director sits on the Outreach and Communication Sub Committee for the State
 CJS Director sits on the Diversion Standards Workgroup for the State
 CJS Director sits on Pretrial Pilot Workgroup for the State
 CJS Director sits on Recovery Team overseeing FIT and Recovery Court
 CJS Director sits on the Chippewa County Overdose Fatality Review Team and the Western Region Recovery Housing Network.

DAGP- Deferred Acceptance of Guilty Plea
 CFS- Call for Service
 COMPAS- Risk and Need Assessment
 LSS- Lutheran Social Services
 CCS-Comprehensive Community Services
 TAD- Treatment and Diversion
 EB- Evidence Based
 FIT- Front-End Intervention Treatment
 MRT- Moral Reconation Therapy

PROPOSED



- DAGP- Deferred Acceptance of Guilty Plea
- CFS- Call for Service
- COMPAS- Risk and Need Assessment
- LSS- Lutheran Social Services
- CCS-Comprehensive Community Services
- TAD- Treatment and Diversion
- EB- Evidence Based
- FIT- Front-End Intervention Treatment
- MRT- Moral Reconation Therapy

**CHIPPEWA COUNTY
JOB DESCRIPTION**

Job Title: Criminal Justice Services (CJS) Specialist

FLSA: Exempt

Salary Range: O

Reports To: Criminal Justice Services Director

Department: DOA- CJS Division

Date: September 2021

JOB SUMMARY

The job duties of the CJS Specialist include but are not limited to provide the following types of services: Pretrial Risk Assessments, needs assessment, crisis intervention, case planning, advocacy and development of community resources; to provide services to adults who are involved with the criminal justice system, facilitate evidence based programs, provide oversight and supervision of CJS Division interns, interact with the Judiciary, District Attorney, Defense Counsel, and various stakeholders involved with the criminal justice system; 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 CJS Specialist might be asked to perform. This job description is to incorporate any county ordinances created for the position of CJS Specialist. This is not an exhaustive list of job responsibilities and therefore other duties may be assigned:

Administrative Functions:

- Calculate pretrial risk using Assessment tools and create reports for the court applying the risk score to the Chippewa County Release Matrix.
- Assess and develop goal oriented, time limited plans to address identified needs.
- Assess and evaluate participant's immediate situation, determine appropriate response, and assure that response is made. Evaluate and determine appropriate levels of service and treatment and intervene as necessary in crisis situations.
- Refer to, and involve in, other community resources as needed.
- Administer and provide interpretation of screening and assessment tools.
- Work to achieve active involvement and participation of court, health care providers, and other appropriate community resources in resolving problems.
- Advise participants when services are either not available or inappropriate.
- Explain the consequences of non-compliance with court orders to participants placed on pretrial supervision, monitor client utilization of services, and inform the court, District Attorney's office and defense counsel of participant's adherence to program requirements.
- Determine sanctions, and incentives.
- Coordinate access to services, monitor cases to ensure that services are provided in an appropriate and timely manner, review progress, review and report progress to the prosecutor and defense counsel on a regular basis, and terminate services when pretrial period is complete.
- Teach participants about available community resources and how to independently gain access to needed services.
- Appear in court to testify at court review hearings, bond modification hearing, or revocation hearings as needed.

- Maintain a complete record for all assigned cases; complete required written assessments, reports and other related paperwork as necessary, including use of the computer.
- Gather and input data, monitor data management system, and assist Criminal Justice Services Director with evaluation of data.
- Responsible for collecting observed urine specimens for urinalysis and administering breathalyzer and swab tests.
- Work to achieve services and treatment objectives without duplication of effort and with maximum effective use of staff time and available resources.
- Attend and participate in staff meetings, Recovery Team meetings, supervision times, and other scheduled meetings.
- Facilitate Evidence Based Programs.
- Develop professional knowledge and skills by attending training events, conferences, and workshops.
- When assigned, speak to the community and other organizations to provide public education.
- Develop and maintain the ability to problem-solve and to perform duties in an independent manner while exercising good judgment.
- Use discretion with participants; observe rules of confidentiality and maintain non-judgmental attitude.

Customers:

- All prospective, current, or past CJS participants and individuals ordered to pretrial supervision.

Team Members:

- Criminal Justice Services Division employees
- Any professional or paraprofessional CJS Division works with in the serving of criminal justice involved individuals.

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 Human Service or related field (e.g. psychology, sociology, Social Work etc.) required.
- Minimum of (1) year related experience required.
- Specific experience working within the criminal justice system preferred (program specific training may be an additional requirement where relevant).
- A valid driver's license required.
- A cell phone is recommended.

SKILLS AND ABILITIES

- Ability to maintain a professional demeanor when dealing with the public.
- Ability to establish relationships and have strong interpersonal skills.
- Ability to relate effectively with participants, coworkers, and the public.
- Ability to take control of situations, dictating subordinate activities in a responsible manner.
- Knowledge of laws and regulations of the State of Wisconsin that affect the delivery of services by the CJS Division.
- Ability to organize and prioritize multiple tasks to meet required timelines.

- Ability to use discretion with clients, and maintain rules of confidentiality and maintain non-judgmental attitude.
- Ability to provide supervision direction for CJS interns.

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 monitoring equipment such as Sobertrack and drug monitoring equipment.
- Other equipment could be required.

LANGUAGE SKILLS

- Ability to communicate effectively with other members of the staff, Recovery Team, 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.
- Ability to work with high stressed individuals.

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.
- The duties of this job includes completing interviews in secure jail settings, and may include home visits.

Work Environment:

- Works in an office setting as well as working with participants in their homes or a controlled correctional setting such as jails.
- May require travel in all types of weather conditions and changing temperatures.

**STATEMENT OF EXPLANATION**

Resolution No. 42 - 21

**RESOLUTION TO COMMIT TO EXPANSION OF CTH T CORRIDOR AND
ACCEPTANCE OF RAISE GRANT FUNDING - BRIAN KELLEY**

1 County Trunk Highway (CTH) T is a high volume, two-lane highway designated as an
2 oversize overweight truck route. The corridor is classified as a minor arterial that serves
3 Chippewa County, the Town of Wheaton, Eau Claire County, the City of Eau Claire, and the
4 Town of Union. The corridor is seeing increased growth and potential for commercial
5 development and represents a critical piece of the regional transportation and economic
6 network.

7 A corridor planning and mapping project for CTH T is currently underway to identify and
8 address significant safety, capacity, sustainability, and planning issues that can be alleviated by
9 mapping and eventually upgrading CTH T to a four-lane divided highway. This area being
10 mapped is located within the Chippewa-Eau Claire Metropolitan Area on CTH T from State
11 Trunk Highway (STH) 312 (North Crossing) in Eau Claire County to CTH X in Chippewa County.

12 In addition, project construction funding has been applied for in the form of U.S.
13 Department of Transportation Rebuilding American Infrastructure with Sustainability and
14 Equity (RAISE) grant funding, which provides 80% federal funding. If RAISE grant funding is
15 awarded for development of a CTH T corridor, the affected local municipalities would be
16 responsible for the 20% match funding. It is estimated that Chippewa County's share of that
17 20% match would be approximately \$2,804,303 out of the \$33,143,746 total project budget. It
18 is recommended that that cost share be funded through bonding, sales tax funding and/or
19 county levy.

20 Approval of this resolution will approve the plat being developed by the five
21 municipalities. In addition, passage of this resolution will authorize the Highway Department to
22 enter into agreements to accept funding for the future design, property acquisition, and
23 construction of the expansion of CTH T using U.S. Department of Transportation RAISE grant
24 funding, along with local funding.

Resolution No. 42 - 21

**RESOLUTION TO COMMIT TO EXPANSION OF CTH T CORRIDOR AND ACCEPTANCE OF RAISE
GRANT FUNDING - BRIAN KELLEY**

WHEREAS, Chippewa County, Eau Claire County, the City of Eau Claire, the Town of Wheaton, and the Town of Union have together recognized the need to develop a planned, controlled access corridor for the future expansion of County Trunk Highway (CTH) T; and

WHEREAS, an intergovernmental agreement to conduct the CTH T Corridor Planning and Mapping Project to develop a corridor mapping and layout plan (Plan) was signed in 2020 by these five municipalities; and

WHEREAS, the project costs to develop the Plan have been split proportionally between these five municipalities based on the following percentages: Chippewa County (30%), Eau Claire County (30%), the City of Eau Claire (30%), the Town of Wheaton (5%), and the Town of Union (5%); and

WHEREAS, the project corridor is located within the Chippewa-Eau Claire Metropolitan Area on CTH T from State Trunk Highway (STH) 312 (North Crossing) in Eau Claire County to CTH X in Chippewa County (corridor); and

WHEREAS, CTH T is a high volume, two-lane highway designated as an oversize, overweight truck route; and

WHEREAS, the corridor has an average daily traffic of roughly 7,000 vehicles and is functionally classified as a minor arterial that serves Chippewa County, Eau Claire County, the City of Eau Claire, Town of Wheaton, and the Town of Union; and

WHEREAS, the corridor is seeing increased growth and potential for commercial development and represents a critical piece of the regional transportation and economic network; and

WHEREAS, prospective businesses that have considered this area have cited traffic concerns as a factor in their site selection decisions when choosing to construct facilities elsewhere; and

WHEREAS, the Plan is necessary to study and address significant safety, capacity, sustainability, and planning issues that can be alleviated by mapping and eventually reconstructing the corridor; and

WHEREAS, once developed, the Plan will set out the details for the expansion of CTH T that will address the future traffic needs and provide a safe corridor for the traveling public;

70 and

71
72 WHEREAS, the Plan will document and address corridor conditions, safety concerns, and
73 concerns from local citizens and officials; and

74
75 WHEREAS, the Plan will assist local municipalities in long-range planning of land use and
76 transportation, including development of the preliminary design and right-of-way plat; and

77
78 WHEREAS, the future improvements being recommended consist of a four-lane divided
79 highway with a shared use path, a railroad overpass, controlled access, and roundabouts
80 and/or signalized intersections at 10th Avenue, 20th Avenue, and 30th Avenue; and

81
82 WHEREAS, currently there are three alternative layouts being considered, along with a
83 “no build” option, from which one final layout will be chosen in order to identify future right-of-
84 way needs; and

85
86 WHEREAS, the first of two public involvement meetings was held on June 28, 2021 to
87 present the four alternatives to area businesses and residents to gather their input on the Plan;
88 and

89
90 WHEREAS, the second of two public involvement meetings will be held on September
91 20, 2021 to present the preferred alternative corridors and gather additional input on the Plan;
92 and

93
94 WHEREAS, public comments will be considered in the development of the Plan for the
95 final corridor layout;

96
97 WHEREAS, the Plan team will select the final corridor layout and bring the final corridor
98 plat map to the Highway Committee and County Board for approval; and

99
100 WHEREAS, once adopted by the County Board, the official corridor plat map will be
101 recorded; and

102
103 WHEREAS, the final corridor mapping plan and plat map are scheduled to be completed
104 in late 2021; and

105
106 WHEREAS, the current ongoing public involvement process is part of the development
107 of the Plan only and future public input will be sought prior to any construction of the corridor;
108 and

109
110 WHEREAS, an opportunity to obtain construction funding presented itself earlier this
111 year in the form of the U.S. Department of Transportation’s Rebuilding American Infrastructure
112 with Sustainability and Equity (RAISE) grant program, which provides 80% federal funding for
113 construction projects up to \$25 million; and

114
115 WHEREAS, during the course of the Plan's development, the Plan team determined that
116 the corridor construction project would be eligible for RAISE grant funding and chose to apply
117 for the funding prior to the grant application deadline of July 12, 2021; and
118

119 WHEREAS, the five municipalities submitted an application for 80% Federal funding for
120 the design, property acquisition, and construction costs for the expansion of the CTH T corridor
121 to a four lane divided highway (Project); and
122

123 WHEREAS, the RAISE grant application was submitted to the U.S. Department of
124 Transportation on July 12, 2021, with project awards to be announced on or before November
125 22, 2021; and
126

127 WHEREAS, if the RAISE grant application is successful, Chippewa County would need to
128 provide funding for approximately one-third (1/3) of the 20% match of the RAISE grant for
129 design, property acquisition, and construction costs; and
130

131 WHEREAS, the current design, property acquisition, and construction costs are
132 estimated at \$33,143,746, with Chippewa County's local share currently estimated to be
133 \$2,804,303; and
134

135 WHEREAS, if the RAISE grant application is successful, the design and property
136 acquisition would occur from approximately 2023 through 2026, phased construction would
137 occur from 2027 through 2029, and all work would be successfully completed by the RAISE
138 program's sunset date of September 30, 2029; and
139

140 WHEREAS, if the RAISE grant application is successful, the Highway Commissioner and
141 Finance Director recommend utilizing bonding funds, sales tax, or property tax levy funds that
142 are tentatively long-range planned for funding the County's road construction program for
143 future design, property acquisition, and construction costs of the CTH T corridor; and
144

145 WHEREAS, if the RAISE grant application is unsuccessful, the Project team will continue
146 to seek out additional funding opportunities and anticipated construction may then be ten or
147 more years out; and
148

149 WHEREAS, the Project to expand the CTH corridor would be required to follow the
150 National Environmental Policy Act (NEPA) for public involvement, as required for all federally-
151 funded projects; and
152

153 WHEREAS, prior to construction of the Project, the engineering consultant responsible
154 for final design will facilitate an additional public involvement process to disseminate
155 information, answer questions, and address public concerns about the project; and
156

157 WHEREAS, the Project to expand the CTH T corridor would significantly improve corridor

safety and accommodate the increased traffic demands of future development; and

NOW, THEREFORE BE IT RESOLVED, that the Chippewa County Board of Supervisors recognizes the need for and economic benefit of a future four-lane expansion of the CTH T corridor; and

BE IT FURTHER RESOLVED, that once the corridor mapping and layout Plan has been completed, the Chippewa County Board shall adopt the official corridor plat map; and

BE IT FURTHER RESOLVED, that should the RAISE grant application be successful as submitted, Chippewa County will accept the RAISE grant funds and enter into necessary agreements to proceed with design, property acquisition, and construction of the CTH T corridor; and

BE IT FURTHER RESOLVED, that should the RAISE grant application be successful, the County Administrator and Highway Commissioner are authorized to sign future agreements necessary to proceed with design, property acquisition, and construction of the CTH T corridor; and

BE IT FURTHER RESOLVED, that should the RAISE grant application be successful as submitted, the County will allocate funds for the County's local share of costs, which is currently estimated to be \$2,804,303; and

BE IT FURTHER RESOLVED, that should additional State or Federal funding become available to use on the Project, such funds may be utilized for the Project in lieu of County funds to fulfill the County's obligations of the RAISE grant program.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

Future funding in the amount of approximately \$2,804,303 (bonding, sales tax or levy).

10/12/2021 County Board

RESULT: APPROVED [12 TO 2]

MOVER: James Mickelson, District 8

SECONDER: Mechele Shipman, District 9

AYES: Gullickson, Steele, McMenamin, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill

NAYS: Ken Schmitt, Tom Thornton

EXCUSED: Glen Sikorski

History:

09/22/21 Highway Committee RECOMMENDED FOR APPROVAL

10/05/21 Executive Committee FORWARD TO COUNTY BOARD

202

Approved as to Form:



Todd A. Pauls, Corporation Counsel

9/14/2021



Lori Zwiefelhofer, Finance Director

9/14/2021



Randy B. Scholz, County Administrator

9/14/2021

203



STATEMENT OF EXPLANATION

Resolution No. 43 - 21

RESOLUTION TO CREATE THREE SOCIAL WORKER POSITIONS IN THE DEPARTMENT OF HUMAN SERVICES TO PROVIDE COMPREHENSIVE COMMUNITY SERVICES TO CHILDREN - RANDY SCHOLZ AND TIM EASKER

1 Passage of this resolution will create three (3) full-time social worker positions in the
 2 Children with Differing Abilities Division of the Department of Human Services, which is a part
 3 of the larger Recovery and Wellness Consortium (RWC). The positions will provide intervention
 4 services for children with mental health and or substance use disorders through the
 5 Comprehensive Community Services (CCS) program. The CCS program is a fully
 6 funded/reimbursed Medicaid program and requires no additional funding from Chippewa
 7 County. Both the federal and state governments continue to add funding to the CCS program in
 8 an effort to address mental health and substance abuse issues.

9 The Wisconsin Department of Health Services does not allow for a waitlist in the CCS
 10 program. In June of 2019 the RWC was cited for having a waitlist. Chippewa County was one of
 11 two counties in the RWC which had a waitlist and led to the citation. Chippewa County worked
 12 hard at eliminating the waitlist and up until June of 2021 was compliant with the no waitlist
 13 requirement.

14 However, there are now approximately 17 children on the CCS children's waitlist. Since
 15 January of 2021 the County has averaged 7 new participants per month to the program. Since
 16 July of 2020 the total number of participants in the children's CCS program has more than
 17 doubled going from 45 to 115, which includes discharges. The current staff working these cases
 18 are at capacity. Chippewa County requires workers to average 90 of productivity hours per
 19 month. The current average is 95 hours per month. If the County does not address the current
 20 additions to the waitlist, it is anticipated that the combined CCS and Children's Long Term
 21 Support services waitlist will grow to about 120 children by July of 2022.

22 While CCS is an intervention, it is also a prevention program in that it prevents and or
 23 delays the placement of children in costly group home, residential (including out-of-state) and
 24 hospitalizations, which may include Winnebago Mental Health Institute. Placements in these
 25 types of facilities can range from \$6,000 to \$26,000 per month. Winnebago can cost upwards
 26 of \$1,350 per day. A mix of state and local funding (levy) often pays for these "deep end"

27 placements.

28 The Department does not anticipate any slowdown in referrals to the CCS program for
29 mental health and or substance abuse treatment. Additionally, without the addition of the
30 requested positions to address the waitlist, the Department will remain out of compliance with
31 the State. This could result in revocation of our certification for the CCS program. This
32 resolution will authorize the Department of Human Services to use the federal and state funds
33 already allocated to the CCS program in 2021 and continuing into future fiscal years to fund
34 three new positions.

35

Resolution No. 43 - 21

**RESOLUTION TO CREATE THREE SOCIAL WORKER POSITIONS IN THE DEPARTMENT OF
HUMAN SERVICES TO PROVIDE COMPREHENSIVE COMMUNITY SERVICES TO CHILDREN -
RANDY SCHOLZ AND TIM EASKER**

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 in the CCS program and in June of 2019 the Recovery and Wellness Consortium was cited for having a waitlist for children to receive CCS services; and

WHEREAS, there are currently 17 children on the waitlist for mental health and substance use services through the CCS program; and

WHEREAS, the CCS program has been averaging 7 new participants per month in 2021 and the total number of children enrolled in CCS has more than doubled in one year going from 45 to 115; and

WHEREAS, the current CCS workers are at capacity as Chippewa County requires workers to average 90 hours per month, but the current average is at 95 hours per month; and

WHEREAS, if the County does not address the waitlist, it is anticipated that the combined CCS and Children's Long Term Support services waitlist will grow to about 120 children by July of 2022; and

WHEREAS, the Wisconsin Department of Health Services does not allow CCS programs to have a waitlist and cited Chippewa County for this infraction in June of 2019; 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 as well as hospitalization at Winnebago Mental Health Institute, which can cost upwards of \$1,350 per day; 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 three (3) new positions to provide CCS services to address the increase in services needs for children with mental health and or substance use disorders; and

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

WHEREAS without these positions, the Department will continue to see an influx of children qualifying for the CCS program and thereby adding to the growing waitlist; and

WHEREAS, through an increase in the provision of CCS recovery services, the Department anticipates a reduction in the use and length of costly deep end placements for children; and

WHEREAS, the Health and Human Services Board has reviewed and does approve the creation of three (3) full-time social worker positions in the Recovery and Wellness Consortium Division of the Department of Human Services to provide CCS services to children;

NOW, THEREFORE BE IT RESOLVED, that effective upon passage of this resolution, three (3) full-time Social Worker positions are hereby created in the Recovery and Wellness Consortium of the Department of Human Services to eliminate the waitlist and serve consumers as they become eligible; and

BE IT FURTHER RESOLVED, that these position 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 2021, 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 by Medicaid Fee for Service

Wages and Benefits \$292,719

Computer Equipment \$ 6,000

Total Estimated Costs \$298,719

10/12/2021 County Board

RESULT: APPROVED [13 TO 0]

MOVER: Tom Thornton, District 5

SECONDER: Chuck Hull, District 14

AYES: Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill

ABSTAIN: Mechele Shipman

EXCUSED: Glen Sikorski

History:

10/05/21 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

9/14/2021

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

9/14/2021

Randy B. Scholz

Randy B. Scholz, County Administrator

9/15/2021



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: (new) Anticipated Start Date: _____

Proposed Job Description Title: (if different) Social Worker I (CCS - three positions)

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):

Over capacity of current cases in Children's CCS forcing us to re-establish a wait list which is not allowed and which we were cited for in 2019.
This PAC is for 3 positions that we are requesting to address our current capacity issues in the CWDA unit.

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?):

To maintain the Comprehensive Community Services (CCS) Program.

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

90 productivity hours per month/fully funded position.

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. Existing staff are already working additional hours as needed, earning comp time as allowed.

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: ☒ 2088 ☐ 1500 ☐ 1044 ☐ 975 ☐ Other: _____

Description of Anticipated Work Schedule 8hrs/5days per week

(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

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

large wait list, possibly another citation for having a wait list again, staff burn out, staff turn over, lack of access to mental health services in the county for our youth, increased high end out of home placements.

What is the impact of not filling the position in:

3 months:	<u>increased wait list</u>
6 months:	<u>increased wait list, staff burn out</u>
12 months:	<u>increased wait list, possible citation, likely staff turnover, increase in out of home placements</u>
Not at all:	<u>large wait list, citations, staff turnover, increased high end out of home placements</u>

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:

No lower priority functions are identified.

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

Improve mental health access.

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2021 BUDGETED AMOUNT FOR POSITION

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

Number of Hours Budgeted for Position per 2021 Personnel Cost Report: _____

General Ledger Account Number to Charge Salary to: see attachment
 (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

<u>23.61</u>	X	<u>2088 x 3 positions</u>	<u>6,264 hours</u>	=	<u>147,893.04</u>
Starting Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)			Total Wages Minimum Impact
<u>147,893.04</u>	+	<u>27,360.21</u>	+	<u>71,964</u>	= <u>247,217.25</u>
Total Wages Minimum Impact		Fringe Benefits* (Use percentage below)		Health Insurance **	Total Minimum Fiscal Impact 2021

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

<u>29.74</u>	X	<u>2088 x 3 positions</u>	<u>6,264 hours</u>	=	<u>186,291.36</u>
Position Point Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)			Total Wages Maximum Impact
<u>186,291.36</u>	+	<u>34,463.90</u>	+	<u>71,964</u>	= <u>292,719.26</u>
Total Wages Position Point Impact		Fringe Benefits* (Use percentage below)		Health Insurance **	Total Maximum Fiscal Impact 2021

* 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

2021 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	\$ _____ 6,000
Office furniture and supplies	\$ _____
Other operating expenses	\$ _____
Renovation/relocation costs	\$ _____
Total Other Costs	\$ _____ 6,000

2021 FUNDING SOURCES

☒ Federal/State (Specify) <u>Medicaid fee-for-service</u>	<u>100</u> %	\$ <u>298,719.26</u>
☐ County Tax Levy _____	_____ %	\$ _____
☐ County Other (Specify) _____	_____ %	\$ _____
☐ Grant (Specify) _____	_____ %	\$ _____
☐ Grant (Specify) _____	_____ %	\$ _____
☐ Other (Specify) _____	_____ %	\$ _____
TOTAL	100%	\$ <u>298,719.26</u> *

***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. Positions will not be considered absent job descriptions.

1. Tim Easker 9/14/21
Department Head Recommendation Date

2. [Signature] 9/14/21
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. Geri Zwietschauer 9/14/21
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. Kath Schob 9.14.21
County Administrator Approval Date
☒ Approved ☐ Denied

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

[illegible]

**CHIPPEWA COUNTY
JOB DESCRIPTION**

Job Title: Social Worker I, II, III

FLSA: Exempt

**Salary Range: Social Worker I - O
Social Worker II – P
Social Worker III - Q**

**Reports To: Human Services Division Manager/Supervisor
(Divisions – ADRC, CYFS or RWC)**

Department: Human Services

Date: August 2019

JOB SUMMARY

The job duties of the Social Worker I, II, and III include but are not limited to provide 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 and functioning levels; 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 I, II might be asked to perform. This job description is to incorporate any county ordinances created for the position of Social Worker 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 client, client's family, and client's natural support system in resolving problems.
- Work with consumers to assess and develop goal oriented, time limited service plans to address identified needs.
- Work to protect children, elderly and at-risk adults; preserve families and individuals in the community; or to help prevent out-of-home placement.
- 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 and other community resources as needed.
- Work to achieve active involvement and participation of schools, court, health care providers, and other appropriate community resources in resolving problems.
- Advise consumers when services are either not available or inappropriate.
- Explain the consequences of non-compliance with court orders to clients who are involuntarily referred, monitor client utilization of services, and inform the court of consumer's adherence to court orders.
- Coordinate access to services, monitor cases to ensure that services are provided in an appropriate and timely manner, review progress, and terminate services when goals are attained.
- Teach 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 a complete record for all assigned cases; complete required written assessments, reports, and other related paperwork as necessary, including use of the computer.
- Attend and participate in staff meetings, supervision times, and other scheduled meetings.
- Develop professional knowledge and skills by attending training events, conferences, and workshops.
- When assigned, speak to the community and other organizations to provide public education.
- Develop and maintain the ability to problem-solve and to perform duties in an independent manner while exercising good judgment.
- Use discretion with consumers; observe rules of confidentiality and maintain non-judgmental attitude.

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:

Social Worker I

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) and must possess or be able to obtain Social Work Certification within two (2) years of hire.
- A valid driver's license required.
- A cell phone is recommended.

Social Worker II

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) and must possess or be able to obtain Social Work Certification within two (2) years of hire.
- Minimum of three (3) years related full time experience (program specific training may be an additional requirement where relevant). Part time experience may be considered if eight (8) years or more.
- A valid driver's license required.
- A cell phone is recommended.

Social Worker III

- Master's degree in Social Work or a related field (e.g. professional counseling, psychology, sociology, etc.) and possess, or will be able to obtain a Social Work Certification or a Professional Counselor License within two years of hire, meeting the criteria per Wis. Stats. MPSW 14.01 or MPSW 11 or another license from a human service related field.
- Minimum of three (3) years related full time experience (program specific training may be an additional requirement where relevant). Part time experience may be considered if eight (8) years or more.
- A valid driver's license required.
- A cell phone is recommended.

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.

Placement at SW I, SW II, SW 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 clients, coworkers and the public.
- Ability to take control of situations, dictating subordinate activities in a responsible manner.
- 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 Chapters 48 and 938 of the Wisconsin statutes.
- 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.

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 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:

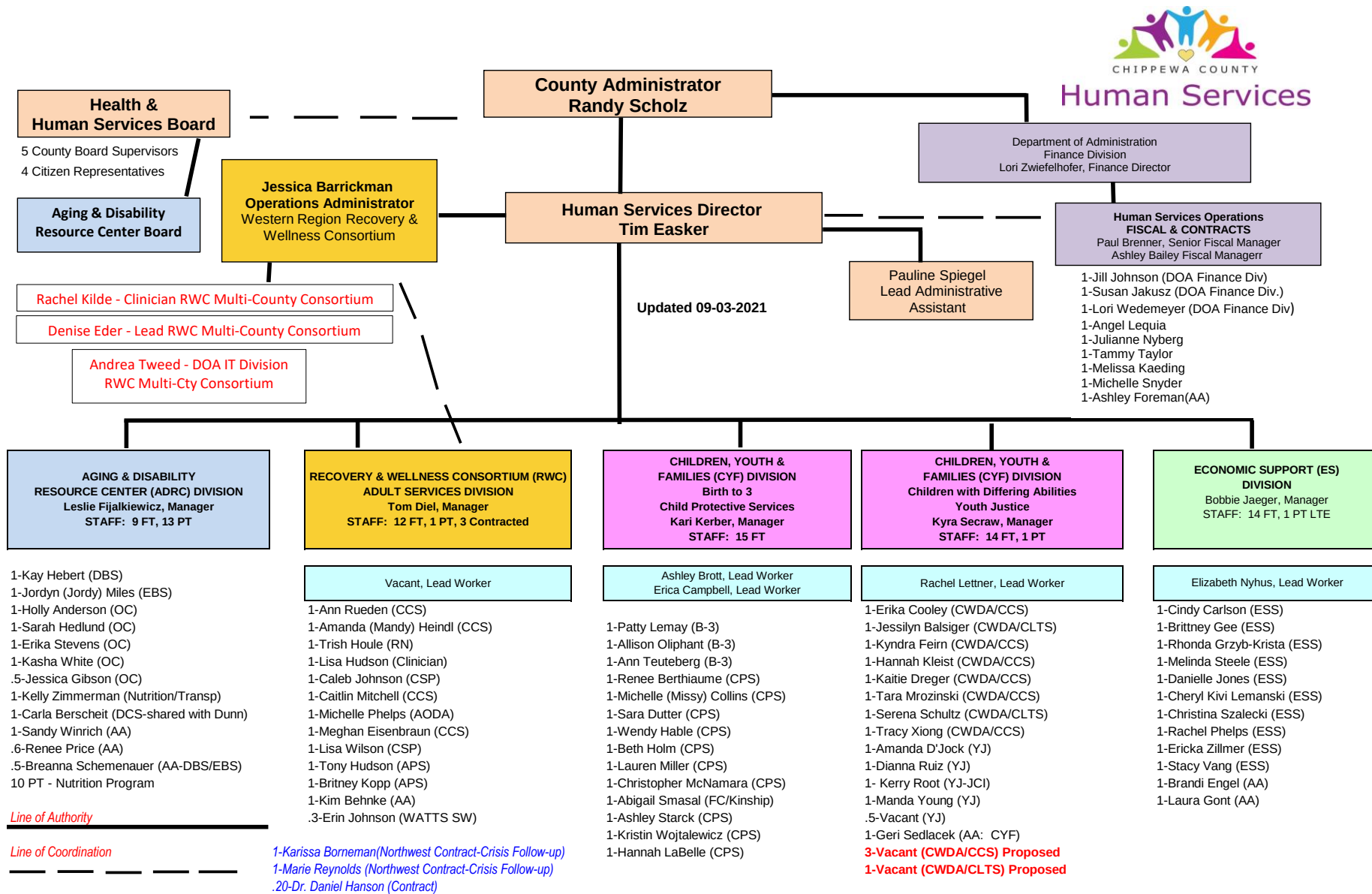
- Works in an office setting as well as working with clients in their homes.
- There can be dangerous and intense situations requiring law enforcement back up such as mental health crisis situations, drug endangered homes and entering homes where there could be a possible risk of physical injury and 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.

Chippewa County Department of Human Services

Organizational Chart -

Proposed CWDA-CLTS/CCS Positions

8.4.a



Attachment: PAC Form for CCS 3 Social Worker Positions 09-14-2021 (43 - 21 : Resolution to Create



STATEMENT OF EXPLANATION

Resolution No. 44 - 21

RESOLUTION TO CREATE ONE FULL-TIME SOCIAL WORKER POSITION IN THE DEPARTMENT OF HUMAN SERVICES TO PROVIDE CHILDREN'S LONG TERM SUPPORT SERVICES - RANDY SCHOLZ AND TIM EASKER

1 Passage of this resolution will create one (1) full-time social worker position in the
 2 Children Youth and Families Division, Children with Differing Abilities Unit of the Department of
 3 Human Services. The position will provide early intervention services for children with physical
 4 and developmental disabilities through the Children's Long Term Support (CLTS) or "waiver"
 5 program. The CLTS program is a fully funded/reimbursed Medicaid program and requires no
 6 additional funding from Chippewa County. The government branches at both the federal and
 7 state level continue to add funding in an effort to have services provided early in a child's life.

8 The Wisconsin Department of Health Services (WDHS) administers this program and
 9 does not allow for waitlists to exist. This mandate was effective as of July of 2020. WDHS also
 10 took charge of the existing waitlist and ordered counties to open a certain number of children
 11 on the waitlist each month. Chippewa County worked hard at eliminating the waitlist and up
 12 until June of 2021 was compliant with the no waitlist requirement.

13 However, there are now approximately 8 children on the CLTS waitlist. Since January of
 14 2021, the County has averaged 4 new participants per month to the program. Since July of
 15 2020, the total number of participants in the children's CLTS program has almost doubled going
 16 from 71 to 135, which includes discharges. The current workers providing CLTS services are at
 17 capacity. In addition, the lead worker has 17 cases beyond her normal caseload, which need to
 18 be transferred. Chippewa County requires workers to average 90 productive hours per month.
 19 The current average is 95 hours per month. If the County does not address the current
 20 additions to the waitlist, it is anticipated that the combined waitlist (Comprehensive
 21 Community Services and CLTS) will grow to about 120 children by July of 2022.

22 The consequences of not having services available to children when needed include
 23 costlier deep end services at a much higher cost to taxpayers such as hospitalizations, crisis
 24 intervention, and intense community-based services.

25 Without the addition of the requested positions to address the waitlist, the Department
 26 will remain out of compliance with the State. This resolution will authorize the Department of
 27 Human Services to use the federal and state funds already allocated to the CLTS program in

28 2021 and continuing into future fiscal years to fund this position.

29

Resolution No. 44 - 21

**RESOLUTION TO CREATE ONE FULL-TIME SOCIAL WORKER POSITION IN THE DEPARTMENT OF
HUMAN SERVICES TO PROVIDE CHILDREN'S LONG TERM SUPPORT SERVICES - RANDY SCHOLZ
AND TIM EASKER**

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 may have a waitlist for their CLTS program, effective July 1 2020; and

WHEREAS, the CLTS program has been averaging 4 new participants per month in 2021 and the total number of children enrolled in CLTS has nearly doubled in one year going from 71 to 135; and

WHEREAS, the current staff providing CLTS services are at capacity, including the lead worker who has 17 cases above her required caseload; and

WHEREAS, Chippewa County requires workers to provide an average of 90 hours per month of CLTS services, but the current average is at 95 hours per month; and

WHEREAS, if the County does not address the waitlist (Comprehensive Community Services and CLTS combined), it is anticipated that the waitlist will grow to about 120 children by July of 2022; and

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

WHEREAS, the government branches at both the federal and state level continue to add CLTS funding 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 costlier out-of-home, deep end services at a cost to county taxpayers for hospitalizations and institutional 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 one (1) new position to provide CLTS

services to provide early intervention services to children with special needs; and

WHEREAS, these CLTS position 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 one (1) full-time social worker position in the Children Youth and Families Division, Children with Differing Abilities Unit of the Department of Human Services to provide CLTS services to children;

NOW, THEREFORE BE IT RESOLVED, that effective upon passage of this resolution, one (1) full-time Social Worker position is hereby created in the Children Youth and Families Division, Children with Differing Abilities Unit of the Department of Human Services to work to eliminate the CLTS program waitlist and serve consumers as they become eligible; and

BE IT FURTHER RESOLVED, that this position shall be initially funded by Medicaid revenue generated by this position; and

BE IT FURTHER RESOLVED, that commencing in 2021, 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 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 with Medicaid Fee for Service

Wages and Benefits \$97,573

Computer Equipment \$ 2,000

Total Estimated Cost \$99,573

10/12/2021 County Board

RESULT: APPROVED [13 TO 0]

MOVER: Don Hauser, District 6

SECONDER: Kari Ives, District 12

AYES: Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill

ABSTAIN: Mechele Shipman

EXCUSED: Glen Sikorski

History:

118 10/05/21 Executive Committee FORWARD TO COUNTY BOARD

119

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

9/15/2021

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

9/15/2021

Randy B. Scholz

Randy B. Scholz, County Administrator

9/15/2021

120

Chippewa County Department of Human Services

Children With Differing Abilities (CWDA)

Position Requests

Consumer needs are growing!

Health & Human Services Board 09/23//2021

Executive Committee 10/05/2021

County Board 10/12/2021



Children With Differing Abilities Unit (CWDA)

Children's Comprehensive Community Services (CCS)

Children's Long Term Support Waiver (CLTS)



Program Information

Comprehensive Community Services (CCS)

- Voluntary Program
- A recovery focused behavioral health program where traditional out-patient services have been unsuccessful and for those who may have ongoing needs that, if left unaddressed, could result in hospitalizations during times of crisis.
- Eligible individuals/children include those with:
 - Mental health diagnosis
 - Substance use disorder
- Services
 - Service array: Skill development, non-tradition therapies, employment skills training, individual and family mental health treatment, wellness, recovery support, substance abuse treatment, diagnostic evaluation & medication management.
 - In order to get a service there must be an assessed need and it has to be clinically appropriate for the consumer.
- Fully funded through Medicaid

Program Information cont.

Children's Long Term Support-Waiver (CLTS)

- Voluntary Program
- Funds community supports and services for children who have substantial limitations in their daily activities and need support to remain in their home/community.
- Eligible children include those with:
 - Developmental disabilities
 - Physical disabilities
 - Severe emotional disturbances
- Services
 - Include but not limited to: Respite for caregivers, skill development, non-traditional therapies, home modifications for accessibility, equipment & supplies not covered by insurance & safety equipment for children with severe autism.
 - In order to get a service there must be an assessed need
- Fully funded through Medicaid

Different than other Cs 😊

Child Protective Services (CPS)

- Mandated service
- To assess child abuse and neglect.
- CPS focuses on child safety and engaging with families to keep children safely in their home whenever possible.
- If the child cannot safely stay in the home, it may be necessary to place a child in out-of-home care.
- Funded heavily by local and state dollars



History

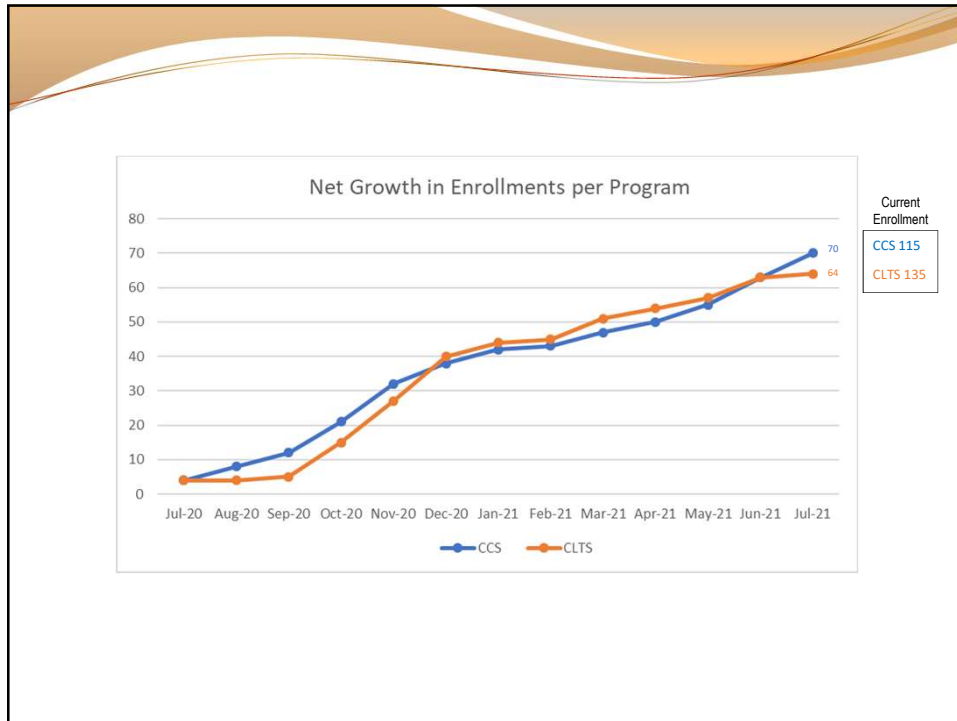
- In 2019, the County Board approved **one child CCS**, **one adult CCS** and **one CLTS** position for January 2020.
- **CCS**: In 2019, the Western Region Recovery & Wellness Consortium was cited for having a waitlist.
- **CLTS**: August 2020, the State mandated waitlist elimination by November 2020.
- Staff took on additional workload to meet requirements and to come into compliance.

Cost Benefits

- Fully funded positions; no levy is used.
- CLTS covers a portion of Foster Care payments for CPS and Youth Justice (YJ) placements.
 - Currently covering \$4,024.00 per month for 8 kids.
- In the past 24 months, approximately 10 out-of-home placements were prevented.
- Of the 16 YJ kids currently in out-of-home care, CCS delayed placement of seven kids for 141 months with a current average cost of \$8,830.00 per month.

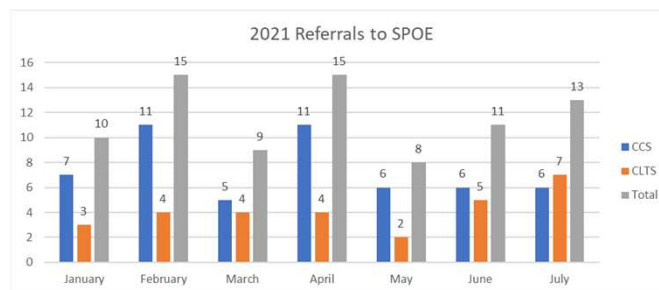
Cost Benefits cont.

Child	Months In CCS Prior to Placement	Number of Months In Placement	Monthly Placement Cost	Total Costs w/o CCS	Total Costs w/ CCS	Cost Savings
1	60	6	\$16,275	\$1,074,150	\$97,650	\$976,500
2	9	5	\$981	\$13,734	\$4,905	\$8,829
3	27	2	\$14,651	\$424,879	\$29,302	\$395,577
4	23	1	\$12,586	\$302,064	\$12,586	\$289,478
5	11	1	\$871	\$10,452	\$871	\$9,581
6	4	1	\$7,148	\$35,740	\$7,148	\$28,592
7	7	0	\$9,300	\$65,100	\$0	\$65,100
						\$ 1,773,657



Referral Information

- Pre-COVID referrals to our Single Point of Entry (SPOE) averaged four to five per month
- SPOE Data: averaging between 8-15 referrals per month.
- 96% of referrals followed through and were opened.
- Trending to have 120 kids on wait list by July 2022.



- 100% waitlist-free from March through June 2021
- Waitlist resumed in July 2021 due to our capacity limit.
- Waiting to be screened in our Single Point of Entry (SPOE): 18
- Current waitlist numbers:
 - CCS eligible: 15
 - CLTS eligible: 8

Waitlist

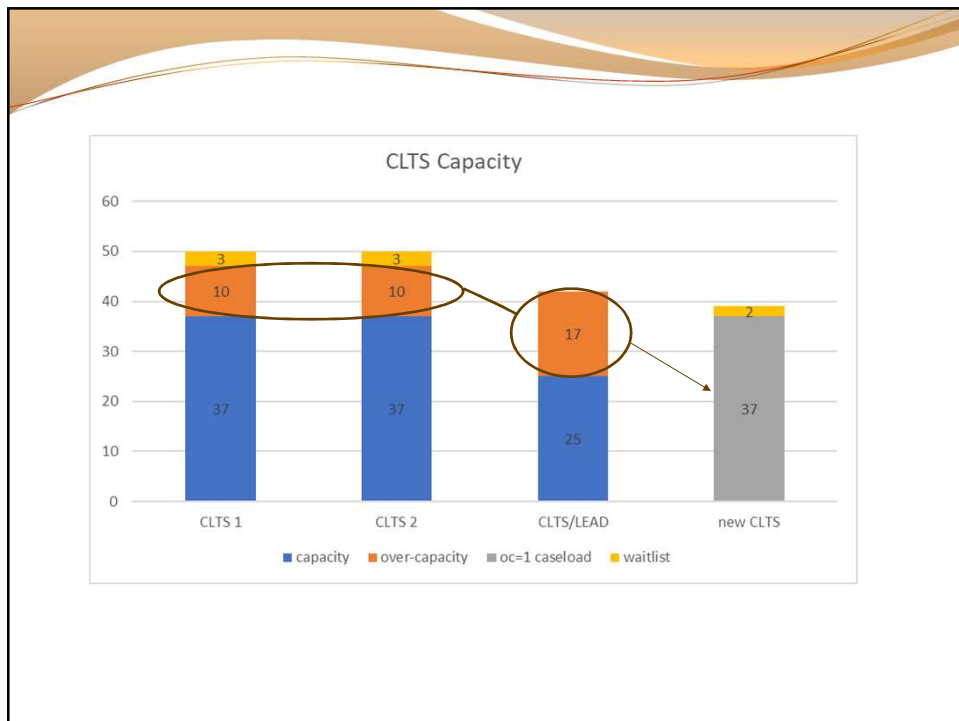
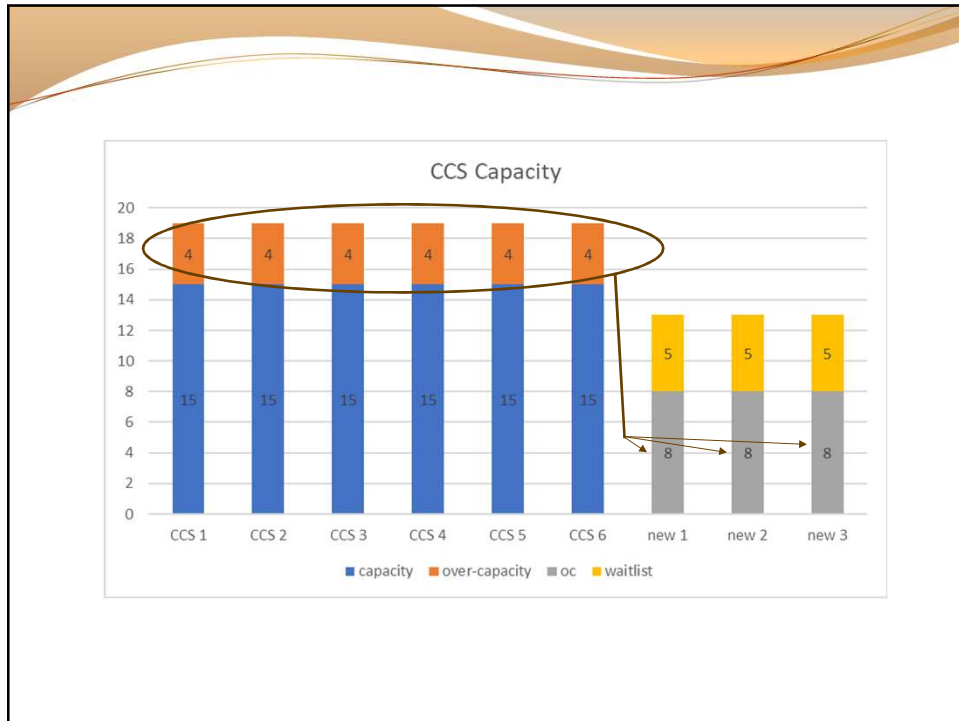


Staff Capacity

- CWDA staff are already at or above capacity with their caseloads
- YTD productivity average through July is 95 hours (expectation is 90)
 - CCS

 - 115 cases open
 - 6 staff
 - CLTS

 - 135 cases open
 - 2.5 staff, which includes the .5 lead worker position
 - Lead worker has 42 cases; should have 25
 - Taking away from:
 - Lead worker duties
 - Technical Assistance
 - Quality Assurance
 - Support to all CWDA staff



Staffing Needs

- We are requesting **one CLTS staff** and **three CCS staff** in the Children With Differing Abilities unit.
 - We have enough existing cases *today* to hand over full case loads to **one CLTS staff** and **three CCS staff**.
 - If current trends continue we anticipate the need for additional staff in 2022.



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: (new) Anticipated Start Date: _____

Proposed Job Description Title: (if different) Social Worker I (CLTS position)

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):

Over capacity of current cases in Children's CLTS program for physically and developmentally disabled youth, forcing us to re-establish a wait list which is not allowed by the State.

This PAC is for 1 of 4 positions that we are requesting to address our current capacity issues in the CWDA unit.

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?):

To maintain the Children's Long Term Support Waiver program administered by counties and overseen by the State.

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

90 productivity hours per month/fully funded position.

Are there opportunities to consolidate, eliminate and/or outsource the job responsibilities?

☐ Yes ☒ No

Please explain:

The State contracts with the counties to administer CLTS. We are not allowed to outsource or eliminate this program.

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 technical program that needs skilled, trained staff. Training takes several months. Existing staff are already working additional hours as needed, earning comp time as allowed. Our lead worker has taken on 17 more cases than she should have to assist with the wait list elimination mandate; this takes away from other required job duties.

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: ☒ 2088 ☐ 1500 ☐ 1044 ☐ 975 ☐ Other: _____

Description of Anticipated Work Schedule 8hrs/5days per week

(i.e. 8 hrs/5 days per week, 8 hrs/4 days per week)

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

large wait list, State remediation, staff burn out, staff turn over, lack of access to services for youth identified with a physical or developmental disability.

What is the impact of not filling the position in:

3 months:	<u>increased wait list</u>
6 months:	<u>increased wait list, staff burn out, State remediation/intervention</u>
12 months:	<u>increased wait list, State intervention, likely staff turnover, not meeting the needs of youth and families in the county</u>
Not at all:	<u>large wait list, citations, staff turnover, impact on high end needs youth and placements</u>

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:

No lower priority functions are identified.

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

Provide adaptable and flexible services and resources to consumers

TOTAL FISCAL IMPACT/FUNDING SOURCES

Will be verified by Finance Division

2021 BUDGETED AMOUNT FOR POSITION

n/a - new position request	+		=	
Per Personnel Cost Report		Per Benefit Estimate Report		Total Budgeted for Position

Number of Hours Budgeted for Position per 2021 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	X	2088	=	49,297.68
Starting Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)		Total Wages Minimum Impact

49,297.68	+	9,120.07	+	23,988	=	82,405.75
Total Wages Minimum Impact		Fringe Benefits* (Use percentage below)		Health Insurance **		Total Minimum Fiscal Impact 2021

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

29.74	X	2088	=	62,097.12
Position Point Hourly Rate		Maximum Hours (2088, 1500, 1044 or 975)		Total Wages Maximum Impact

62,097.12	+	11,487.97	+	23,988	=	97,573.09
Total Wages Position Point Impact		Fringe Benefits* (Use percentage below)		Health Insurance **		Total Maximum Fiscal Impact 2021

* 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

2021 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	\$ _____ 2,000
Office furniture and supplies	\$ _____
Other operating expenses	\$ _____
Renovation/relocation costs	\$ _____
Total Other Costs	\$ _____ 2,000

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

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

1. Tim Easker 9/14/21
Department Head Recommendation Date
☒ Recommend ☐ Not Recommend

2. [Signature] 9/14/21
Human Resources Division Review Date
☒ Recommend ☐ Not Recommend

3. Gari Zwirfelhofer 9/14/21
Finance Division Review Date
☒ Recommend ☐ Not Recommend

4. [Signature] 9/14/21
County Administrator Approval Date
☒ Approved ☐ Denied

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

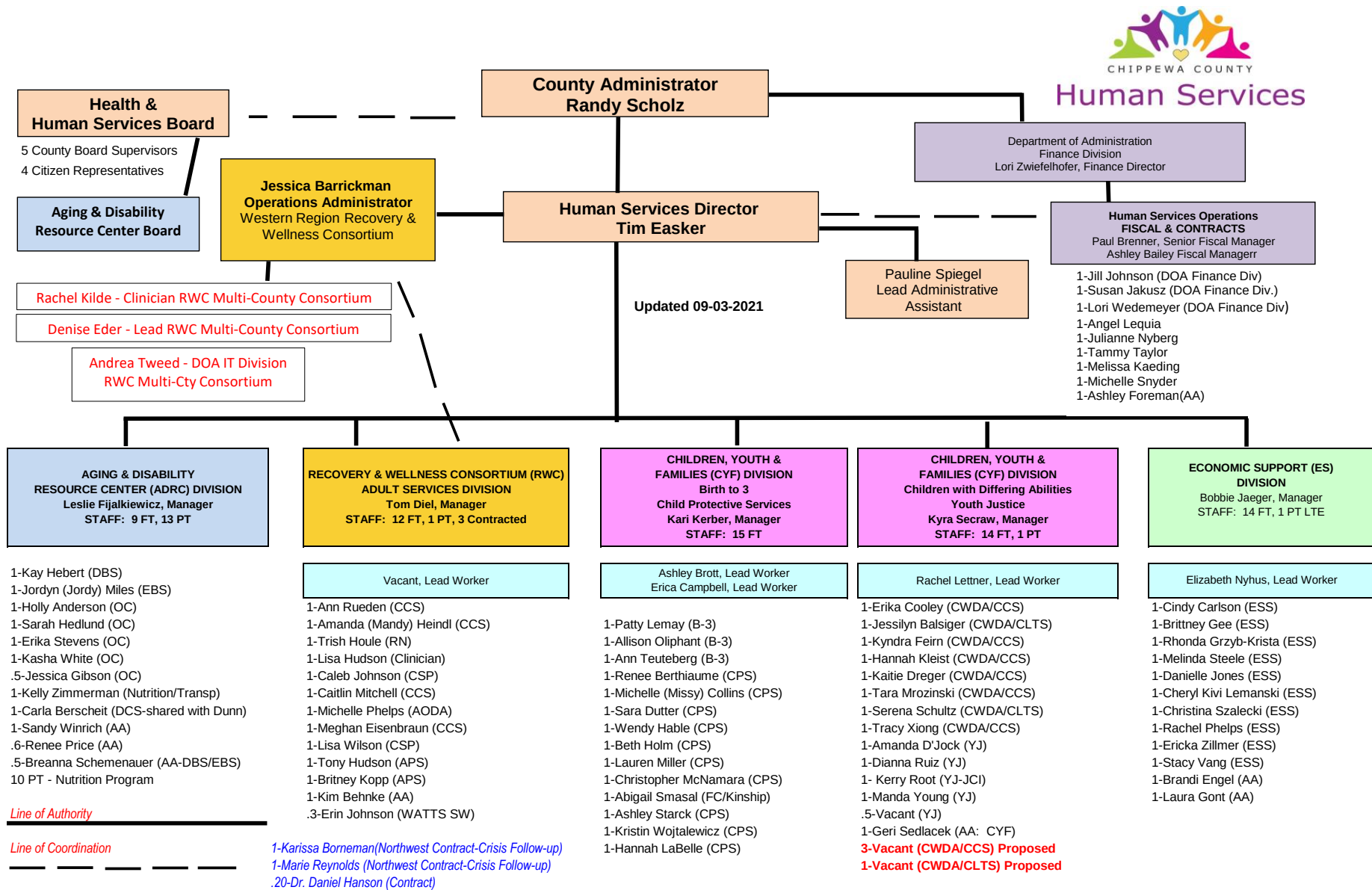
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Chippewa County Department of Human Services

Organizational Chart -

Proposed CWDA-CLTS/CCS Positions

8.5.b



Attachment: PAC Form for CLTS Position 09-14-2021 (44 - 21 : Resolution to Create One CLTS Social

**CHIPPEWA COUNTY
JOB DESCRIPTION**

Job Title: Social Worker I, II, III

FLSA: Exempt

**Salary Range: Social Worker I - O
Social Worker II – P
Social Worker III - Q**

**Reports To: Human Services Division Manager/Supervisor
(Divisions – ADRC, CYFS or RWC)**

Department: Human Services

Date: August 2019

JOB SUMMARY

The job duties of the Social Worker I, II, and III include but are not limited to provide 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 and functioning levels; 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 I, II might be asked to perform. This job description is to incorporate any county ordinances created for the position of Social Worker 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 client, client's family, and client's natural support system in resolving problems.
- Work with consumers to assess and develop goal oriented, time limited service plans to address identified needs.
- Work to protect children, elderly and at-risk adults; preserve families and individuals in the community; or to help prevent out-of-home placement.
- 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 and other community resources as needed.
- Work to achieve active involvement and participation of schools, court, health care providers, and other appropriate community resources in resolving problems.
- Advise consumers when services are either not available or inappropriate.
- Explain the consequences of non-compliance with court orders to clients who are involuntarily referred, monitor client utilization of services, and inform the court of consumer's adherence to court orders.
- Coordinate access to services, monitor cases to ensure that services are provided in an appropriate and timely manner, review progress, and terminate services when goals are attained.
- Teach 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 a complete record for all assigned cases; complete required written assessments, reports, and other related paperwork as necessary, including use of the computer.
- Attend and participate in staff meetings, supervision times, and other scheduled meetings.
- Develop professional knowledge and skills by attending training events, conferences, and workshops.
- When assigned, speak to the community and other organizations to provide public education.
- Develop and maintain the ability to problem-solve and to perform duties in an independent manner while exercising good judgment.
- Use discretion with consumers; observe rules of confidentiality and maintain non-judgmental attitude.

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:

Social Worker I

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) and must possess or be able to obtain Social Work Certification within two (2) years of hire.
- A valid driver's license required.
- A cell phone is recommended.

Social Worker II

- Bachelor degree in Social Work or a related field (e.g. psychology, sociology, etc.) and must possess or be able to obtain Social Work Certification within two (2) years of hire.
- Minimum of three (3) years related full time experience (program specific training may be an additional requirement where relevant). Part time experience may be considered if eight (8) years or more.
- A valid driver's license required.
- A cell phone is recommended.

Social Worker III

- Master's degree in Social Work or a related field (e.g. professional counseling, psychology, sociology, etc.) and possess, or will be able to obtain a Social Work Certification or a Professional Counselor License within two years of hire, meeting the criteria per Wis. Stats. MPSW 14.01 or MPSW 11 or another license from a human service related field.
- Minimum of three (3) years related full time experience (program specific training may be an additional requirement where relevant). Part time experience may be considered if eight (8) years or more.
- A valid driver's license required.
- A cell phone is recommended.

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.

Placement at SW I, SW II, SW 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 clients, coworkers and the public.
- Ability to take control of situations, dictating subordinate activities in a responsible manner.
- 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 Chapters 48 and 938 of the Wisconsin statutes.
- 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.

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 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.

**STATEMENT OF EXPLANATION**

Resolution No. 45 - 21

RESOLUTION TO ESTABLISH THE 2022 HEALTH INSURANCE EMPLOYEE PREMIUMS, PLAN DESIGN AND ESTIMATED EMPLOYER TOTAL COST OF THE HEALTH INSURANCE PLAN - RANDY SCHOLZ AND TONI HOHLFELDER

1 Passage of this resolution will establish the health insurance employee premiums, plan design
2 and estimated employer total cost of the health insurance plan effective, January 1, 2022.

3 On August 10, 2021, the County Board approved Resolution 31-21 to establish health insurance
4 funding for the 2022 budget. In addition, Resolution 32-21 to transition the County from a fully insured
5 health insurance plan to a self-funded health insurance plan was approved by the County Board. Due to
6 the transition to a self-funded health insurance plan, and the desire to obtain as much data as possible
7 to ensure the best rates, both resolutions indicated that the County Administrator would bring a
8 resolution to the October 12, 2021 County Board meeting with actual employee premium
9 recommendations, actual plan design recommendations and estimated total costs for the health
10 insurance plan.

11

Resolution No. 45 - 21

RESOLUTION TO ESTABLISH THE 2022 HEALTH INSURANCE EMPLOYEE PREMIUMS, PLAN DESIGN AND ESTIMATED EMPLOYER TOTAL COST OF THE HEALTH INSURANCE PLAN - RANDY SCHOLZ AND TONI HOHLFELDER

WHEREAS, Chippewa County's current health insurance plan is a fully funded plan wherein the County pays monthly premiums to the current health insurance provider, Security Health Plan; and

WHEREAS, beginning January 1, 2021 and through December 31, 2021, the monthly cost and contribution amounts for the County's Health Program Plans for all full-time employees, excluding public safety employees represented by the WPPA collective bargaining agreement, is as follows in Graph #1:

GRAPH #1 - 2021 ACTIVE EMPLOYEE HEALTH PLAN - Non WPPA employees					
Option #1 - Premier Network	\$2,000/\$4,000 Deductible		Option #2 - Explore Network	\$2,000/\$4,000 Deductible	
	\$5,000/\$10,000 OOP			\$5,000/\$10,000 OOP	
	Single	Family		Single	Family
Total Cost	\$884	\$1,999	Total Cost	\$916	\$2,080
Employee Contribution	\$0	\$0	Employee Contribution	\$31.79	\$80.43
Employer Contribution	\$884	\$1,999	Employer Contribution	\$884.21	\$1999.57

WHEREAS, in Resolution 31-21 the County Board approved the health insurance funding allocation for the 2022 budget with a maximum increase of \$279,021, based on the employee benefit calculations provided on the Benefit Estimate Reports distributed to Department Heads on June 4, 2021; and

WHEREAS, in Resolution 32-21 the County Board approved transitioning the County from a fully insured health insurance plan to a self-funded health insurance plan, effective January 1, 2022; and

WHEREAS, both Resolution 31-21 and Resolution 32-21 indicated that the County Administrator would bring a resolution to the October 12, 2021 County Board meeting with actual employee premium recommendations, actual plan design recommendations and estimated total cost for the health insurance plan for 2022;

NOW, THEREFORE BE IT RESOLVED, that effective January 1, 2022, the monthly

employee premiums, plan design and estimated total cost of the County's Health Program Plans for all full-time employees and COBRA qualified beneficiaries, excluding public safety employees represented by the WPPA collective bargaining agreement, will be as follows in Graph #2:

GRAPH #2 - 2022 ACTIVE EMPLOYEE HEALTH PLAN - Non WPPA employees		
In-Network	\$2,000/\$4,000 Deductible	
	\$5,000/\$10,000 OOP	
Out-of-Network	\$4,000/\$8,000 Deductible	
	\$10,000/\$20,000 OOP	
	Single	Family
Estimated Total Cost	\$884	\$1,999
Employee Contribution	\$0	\$0
Estimated Employer Contribution	\$884	\$1,999

BE IT FURTHER RESOLVED, that the estimated total cost was calculated after consultation with Chippewa County's benefits broker, Hays Companies, Inc. and includes, but is not limited to, estimated stop loss insurance premium, transplant and dialysis carve out premiums, Third Party Administrator (TPA) administrative fee, estimated Rx refunds, estimated medical and Rx claims to be paid, and other health program costs as defined in the Employee Health Program budget; and

BE IT FURTHER RESOLVED, that all full-time employees and COBRA qualified beneficiaries will receive an HRA in the amount of \$600 per person up to 4 maximum per family (\$2,400); and

BE IT FURTHER RESOLVED, that all full-time public safety employees represented by the WPPA collective bargaining agreement will receive the same plan design defined in Graph #2 and the premiums are as set out in the 2020-2022 WPPA collective bargaining agreement; and

BE IT FURTHER RESOLVED, that all full-time public safety employees represented by the WPPA collective bargaining agreement will receive an HRA in the amount of \$600 per person up to 4 maximum per family (\$2,400); and

BE IT FURTHER RESOLVED, that HRA funds shall be prorated due to mid-year elections, qualifying events, or termination without COBRA continuation with distributions on a quarterly basis; and

BE IT FURTHER RESOLVED, that the proposed plan design changes illustrated in Graph #2 equal an estimated 0% increase in cost from the 2021 plan year cost; and

BE IT FURTHER RESOLVED, that the Third Party Administrator (TPA), selected to administer the plan is AmeriBen using Anthem's Blue Preferred Network, which includes the following medical providers and more, Mayo Health System, Marshfield Clinic Health System, Oakleaf, Sacred Heart Hospital, St. Joseph's Hospital ; and

BE IT FURTHER RESOLVED, that the monthly premiums and contribution amounts for the County's Health Program Plans for retirees new to the plan on and after January 1, 2015, are as follows in Graph #3:

GRAPH #3 - 2022 RETIREE HEALTH PLAN - (No HRA and Administered by AmeriBen)		
In-Network	\$2,000/\$4,000 Deductible	
	\$5,000/\$10,000 OOP	
Out-of-Network	\$4,000/\$8,000 Deductible	
	\$10,000/\$20,000 OOP	
	Single	Family
Estimated Total Cost	\$729.12	\$1,844.67
Estimated Retiree Contribution	\$729.12	\$1,844.67

BE IT FURTHER RESOLVED, that no later than December 14, 2021, the County Administrator will provide a report to the County Board that provides the actual total cost for the County's Health Program Plans, (if it is different than the information provided to the County Board during their October 12, 2021 County Board meeting) beginning January 1, 2022, for all full-time employees and COBRA qualified beneficiaries.

Forwarded to the County Board by the Executive Committee.

FINANCIAL IMPACT:

The final premiums reflect a 0% increase and fall within the approved budget allocation per Resolution 31-21.

10/12/2021 County Board

RESULT: APPROVED [UNANIMOUS]

MOVER: Annette Hunt, District 13

SECONDER: Ronald McGill, District 15

AYES: Gullickson, Steele, Schmitt, McMenamin, Thornton, Hauser, Mickelson, Shipman, Kervina, Eisenhuth, Ives, Hunt, Hull, McGill

EXCUSED: Glen Sikorski

History:

10/05/21 Executive Committee FORWARD TO COUNTY BOARD

Approved as to Form:

Todd A. Pauls

Todd A. Pauls, Corporation Counsel

9/27/2021

Lori Zwiefelhofer

Lori Zwiefelhofer, Finance Director

9/27/2021

Randy B. Scholz

Randy B. Scholz, County Administrator

9/27/2021