



**Welcome to Waupaca County Department  
of Health and Human Services  
Public Hearing for the 2020 Budget  
Waupaca County Courthouse  
Waupaca, Wisconsin  
June 5, 2019**

The following format is used by the Board to receive community input on programs and services. The Board has **ONE** public hearing each year. However, the Board meets monthly, and at the beginning of each meeting, has a "Public Comment" opportunity. The Board receives and reviews correspondence throughout the year. The Board values your input as Waupaca County residents!

1. The Board Chairperson will request the public gathered for tonight's meeting to provide brief comments to the Board on issues of concern. The Board will be able to listen to your comments, but will not be able to respond tonight.
2. Public comment will continue until **ALL** persons wishing to present have had an opportunity. Persons wishing to present should stand and state their name, for the minutes, prior to giving comments.
3. Written comments or other information will be accepted during the hearing also.
4. **ALL** persons attending should sign the attendance log.
5. The Board Chairperson will close the Public Hearing.

The Board will continue with the rest of its meeting agenda upon closing the Public Hearing. The public is welcome to stay for the Board meeting or may leave at the close of the Public Hearing.

The public comments received will be reviewed by the administration. A brief summary report of any issue(s) will be provided at the next month's Health and Human Services Board meeting.

**Thank You** so much for taking your time to attend this Public Hearing!

Chuck Price, Director

Gerald Murphy, Chair, Waupaca County Health and Human Services Board

These minutes are considered draft until approved by the DHHS Board.

#### WCDHHS Board Meeting Minutes

April 30, 2019

Waupaca County Courthouse

Room 1068

Waupaca, WI

Members Present: Pat Craig, Dave Johnson, Jerry Murphy, Jan Lehrer, Sue Golding, Dr. Steven Goedderz, Jodi Muck

Members Excused: Judi Olson, Dave Neumann

Staff Present: Chuck Price, Shannon Kelly, Lana Draeger, Jed Wohlt, Kristina Ingrouille, Margo Dieck, Leah Klein, Melissa Anderson, Rhonda Christians, Erica Becker

The meeting of the Health and Human Services Board was called to order at 5:00 pm by Chair Jerry Murphy. Motion carried.

Motion by Craig, second by Johnson, to accept agenda. Motion carried.

Motion by Lehrer, second by Muck, to approve minutes from April 3, 2019. Motion carried.

Public Comment: None

Board Member 3-Year Appointment – Dr. Steven Goedderz. Motion by Lehrer, second by Muck, to reappoint Dr. Goedderz for a 3-year term. Motion carried.

Chair Murphy adjusted the agenda by allowing the 2018 Budget Update and Nutrition Update to be moved under the Public Health Program Presentation.

#### Program Presentation: Public Health

- Employees Shared Recent Out-of-State Conference Information through a PowerPoint presentation.
- CTH W Flowing Well Update – Wells were tested. Arsenic level was 2 points higher than recommended to be healthy in 2016. From 2006 to 2018, levels are fluctuating from just under 10 to slightly above. Well was tested by an individual last week at 10.5. Jed has talked with Highway Commissioner, Corporation Counsel, and our insurance carrier. Jed gave 3 options – abandon the well, reconstruct, or leave it alone. Jed suggests that if the well is repaired, the casing needs to go deeper, from current 100 feet to at least 120 feet. There are other repairs that will need to be done, such as raising the well higher, and changing discharge to at least 8 feet from the well. He doesn't recommend leaving it as is. We will continue to monitor the well. Any time the arsenic level is near or above 10, it is a health risk. Jed was requested to get costs for options to the well and report back at the next meeting.

#### 1. Personnel

- a. Employee Updates – Virginia Brammer, Behavioral Health Secretary, resigned. Motion by Craig, second by Golding, to accept resignation. Motion carried. Bridgett Barkalow hired as CST Case Manager; Shannon Eggers hired as Economic Support Specialist. 2<sup>nd</sup> interviews for Economic Support part-time; 2<sup>nd</sup> interviews for Manawa Nutrition Site Manager; 2<sup>nd</sup> interviews for Elder Benefit Specialist; CSP and CSS interviews today, looking to schedule 2<sup>nd</sup> interviews. Recruiting for PH Nurse Manager and Behavioral Health Secretary.

- b. Employee Recognition – Certificate of Recognition for Peggy Strey was reviewed, along with recognition for Shani Appleby by the City of Weyauwega. Peggy was also recognized with a certificate from the State of Wisconsin.
  - c. Chuck reviewed an Out of State/Country Travel Request. Chuck received a call from Elizabeth Hudson. About a year ago, a contingency from Norway came to meet with us on trauma informed care. They continue to implement TIC in Oslo, Norway, especially within their public health department. Chuck, Elizabeth, and Michelle Hoersch (Federal HHS representative) have been invited to Norway on June 17 to Oslo. All costs relating to travel, flights, and lodging will be covered, along with any other related costs. The World Health Organization will be part of this conference. Chuck is unsure at this time on how many days he would be gone. Jerry Murphy stated he doesn't see a benefit to Waupaca County. Similar sentiment was shared by County Board members. Motion by Muck, second by Goedderz, to approve Chuck's attendance as presented with no cost to the County. Motion failed, Muck and Goedderz voting yes; Murphy, Craig, Lehrer, Johnson, and Golding voting no.
2. Finance
- a. 2018 Budget Final – Erica shared an updated 2018 Income Statement, due to a grant reporting error. 2018 ended \$448,640.79 in the red. Those funds will come from our fund balance. Our fund balance will be \$2,464,312.69 after that adjustment.
  - b. Nutrition Budget Resolution – Shannon reviewed a resolution requesting a 2019 Budget amendment for DHHS Nutrition Programming, and shared talking points. Motion by Goedderz, second by Johnson, to approve the resolution. Pat shared concerns of the budget and how we can have a sustainable nutrition program. We need to let people know we are in trouble with the program and can't do next year what we did this year. What can we do to make this better? We shouldn't use fund balance funds to sustain a program. The goal is to have a sustainable plan in place as of January 1, 2020. Motion carried.
  - c. Margaret A. Cargill Philanthropies Grant – We will be receiving a grant in the amount of \$40,000. Motion by Lehrer, second by Golding, to accept the grant. Motion carried.
  - d. Income Statement Overview was reviewed. The budget doesn't show a lot at this time, as it only projects one month of activity.
  - e. Payment Register/Approve Bills – Motion by Lehrer, second by Johnson, to approve bills. Motion carried.
3. Reports to the Board
- a. Nutrition Program – Leah, Melissa and the Nutrition Team are moving forward with a short-term plan. Our nutrition program is a very fragile program at this time. We are relying on a lot of volunteers to make the program work. The Senior Aide in New London resigned. That is a paid position, but not through the County. Leah attended a State meeting this morning, and they are looking to refigure the formula into the nutrition program that hasn't been changed since the 1970's. Draft information was shared at the meeting with a 3-year plan. Within our programs of nutrition, health promotion and wellness, and supportive services, we would be set to lose \$12,902 in our aging program budget in year 1. Almost \$10,000 of those funds would be in nutrition funding. Net overall, there is a loss over \$180,000 throughout the state. Starting Monday, food will be delivered from Schueller's to the Waupaca Site for Iola. Volunteers will package the food and deliver to Iola, then deliver home delivered meals to 2 individuals in the Ogdensburg area. Schueller's will deliver meals for Weyauwega and Manawa to the Weyauwega Site. The meals will be packaged and delivered to Manawa. Home delivered meals for the Manawa area will then be delivered. Jan has volunteered to learn the process and become a volunteer. Leah encourages the Board to recognize her concern of burning out existing staff and site volunteers.

Jerry called for a 5-minute break at 6:23 pm. Meeting resumed at 6:30 pm.

- b. Board Member Reports of Meetings Attended – Jan went to the CCS meeting. A young person gave a report of how the program has helped her. It has touched her heart being on the committee. Jan will be taking a class on a cycling program for seniors. Jerry complimented Leah Klein and Melissa Anderson for the presentation they gave recently on the nutrition program. Pat suggested the presentation be given to the Waupaca County Board, as those are recorded and could get information out to more people. Pat attended the presentation by Amelia Franck Meyer to staff. She felt Amelia was an inspiration to the entire Department. Jan is president of Waupaca County Crimestoppers.

4. Director's Report

a. Follow-up to Previous Month's Meeting

- i. NCCAN Report – Chuck and Shannon attended the meeting last week. This was sponsored and hosted by the Federal Child Welfare agency. They attended break-out sessions that will help us enhance our services. He attended the program "Handle with care", a collaboration with law enforcement, schools, and health & human service agencies. If an event happens overnight, law enforcement contacts the school to say "handle 'Joey' with care today". No details are shared, but rather an awareness to help support kids. Safe babies court, Missouri has implemented since 2009, has families go through the court, and no baby or family members have gone back again through the court. Keynote speakers included the Head of CDC and Jerry Milner, top of Child Welfare Administrator. Amelia Franck Meyer spoke the 2<sup>nd</sup> day and was given a standing ovation. Jerry Milner spoke the 3<sup>rd</sup> day about doing things differently. We were strongly encouraged to change our words that separate or create differences. Examples: Foster child, foster kids, birth parents, client, dysfunctional, foster parent. Encouraged words like resource family, support family. Shannon attended sessions on Kinship Care. She also attended sessions relating to our next steps in working side-by-side with people.
- ii. Chuck reviewed his director's report. He had his annual performance evaluation and shared his goals over the next year.
- iii. Chuck and Shannon will be at the UnSystem Cohort May 6-7.
- iv. Wisconsin Public Television is airing "Not Enough Apologies: Trauma Stories" on Monday, May 13 at 8:00 pm.

b. Alternate Care Report was shared with the Board.

c. Mental Health Report was shared with the Board, along with the Crisis Program update.

5. Motion by Lehrer, second by Muck, to adjourn at 8:00 pm. Next meeting is the Annual Public Hearing on June 5, 2019.

Submitted by,

Lana Draeger  
Administrative Services Manager

Approved by,

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**REPEAL SECTIONS 10.03, 10.08 and 10.09 OF  
THE WAUPACA COUNTY CODE OF ORDINANCES CHAPTER 10 PUBLIC  
NUISANCES/HEALTH HAZARDS AND CREATE CHAPTER 52 PUBLIC HEALTH**

The Waupaca County Board of Supervisors does hereby ordain that the current Waupaca County Public Nuisance/Health Hazards Ordinance, Chapter 10 of the Waupaca County Code of Ordinances sections 10.03, 10.08 and 10.09 be entirely repealed and that Public Health, Chapter 52 of the Waupaca County Code of Ordinances be created.

Recommended by the Department of Health & Human Services Board and the Legislative, Judicial, Ethics, Safety & Security Committee for consideration by the Waupaca County Board of Supervisors.

**EFFECTIVE DATE**

Upon enactment of the County Board of Supervisors, the ordinance amendment to repeal and recreate sections of the Waupaca County Code of Ordinances as set forth above will be in full force and effect within Waupaca County and each Town as provided in Section 59.14(1), Wis. Stats.

Approved on the \_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_ ayes \_\_\_\_ nays

**ATTEST:**

\_\_\_\_\_  
Jill Lodewegen  
Waupaca County Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Diane L. Meulemans  
Corporation Counsel

**WAUPACA COUNTY CODE OF ORDINANCES**  
**Chapter 52**  
**Public Health**

Subchapter I:	Human Health Hazards
Subchapter II:	Public Nuisances Affecting Health
Subchapter III:	Regulation of Body Art, Food, Recreation, and Manufactured Homes
Subchapter IV:	Enforcement

**TITLE**

This ordinance shall be referred to as the Waupaca County Public Health Ordinance.

**ADMINISTRATION**

This ordinance shall be administered by the Waupaca County Department of Health and Human Services.

**PURPOSE**

The purpose of this ordinance is to protect public health, safety, environment, and general welfare of the people of Waupaca County. This ordinance shall be read in harmony with other ordinances to promote the public health, safety, environment, and general welfare of the people of Waupaca County.

**REGULATIONS, RULES, AND LAWS ADOPTED BY REFERENCE**

The applicable laws, rules, and regulations set forth in sections 97.01, 97.12, 97.30, 97.41, Chapter 97 Subchapter III inclusive, Chapter 97 Subchapter IV inclusive, Chapter 97 Subchapter, V inclusive, sections 145.245, 254.01, 254.55, 254.56, 254.59, and 254.593, and 463, Wis. Stats. and as are from time to time amended are incorporated in this ordinance by reference and they shall be construed, read, and interpreted as though fully set forth herein.

**I. HUMAN HEALTH HAZARDS**

Wisconsin Statutes Chapters 250, 251, and 254 authorizes the Waupaca County Department Health and Human Services to adopt regulations that it considers necessary to protect and improve public health. The purpose of this ordinance is to protect public health in Waupaca County by preventing unhealthy or dangerous conditions which may result from a human health hazard.

**A. Definitions**

1. **Human Health Hazard** - means a substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or otherwise injuriously to affect the health of the public.
2. **Health Officer** - means the Public Health Officer or his/her authorized designee.

**B. Investigation of Possible Human Health Hazards**

The Health Officer shall investigate all potential human health hazards and shall determine whether or not a human health hazard exists. Investigation shall be conducted in accordance with procedures established by the Health Officer.

**C. Abatement for Dwellings Unfit for Human Habitation**

1. Any dwelling or dwelling unit condemned as unfit for human habitation and so

designated and placarded by the Health Officer shall be vacated by the within a reasonable time as specified by the Health Officer.

2. No dwelling or dwelling unit which has been placarded shall again be used for human habitation until written approval is secured from and such placard is removed by the Health Officer. The Health Officer shall remove the placard whenever the defect(s) upon which the condemnation and placard were based have been eliminated as determined by the Health Officer.
3. No person shall deface or remove the placard from any dwelling or dwelling unit which has been condemned as unfit for human habitation.

## II. PUBLIC NUISANCES AFFECTING HEALTH

A public nuisance means any unreasonable activity or condition, which continues for such length of time as to pose a threat to public health to substantially annoy, injure, and/or endanger the comfort, health, repose, and/or safety of the public.

- A. The following acts, omissions, places, conditions and things are specifically declared to be public health nuisances; but such enumeration shall not be construed to exclude other health nuisances coming within the definition of Waupaca County Code of Ordinances Section 10.03:

1. **Adulterated Food:** All decayed, adulterated or unwholesome food or drink sold or offered for sale to the public.
2. **Unburied Carcasses:** Carcasses of animals, birds or fowl not intended for human consumption or food which are not buried or otherwise disposed of in a sanitary manner within twenty four (24) hours after death.
3. **Breeding Places for Vermin, Etc.:** Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal or any material in which flies, mosquitoes, disease-carrying insects, rats or other vermin can breed.
4. **Stagnant Water:** All stagnant water in which mosquitoes, flies or other insects can multiply.

- B. Whenever a violation of this ordinance is found, the Public Health Officer or his/her designee may take one or more of the following actions:

1. Order the violation corrected by the property owner by removal and proper disposal of the materials within a specified period ranging from one (1) to thirty (30) calendar days; or
2. Request the Waupaca County Sheriff or his/her designee issue a citation for violation of this ordinance; or in the alternative, the Public Health Officer or Zoning Administrator or his/her designee may also issue a citation for a violation of this ordinance; or
3. For citations issued by Public Health, proper legal action shall be brought by the Office of Corporation Counsel including but not limited to summons and complaint civil procedure for forfeitures, injunctive relief, and abatement.

- C. The County by its Corporation Counsel may file a petition against the property owner for an order compelling compliance with this ordinance. In addition, the Court may order abatement of the nuisance and/or removal of the violating material, or order other appropriate relief. If the abatement or removal is at county expense, the county shall invoice the property owner for all such costs incurred. If the invoice is not paid within thirty (30) calendar days, Waupaca County make take the action necessary to place the amount of the invoice on the tax roll as a special charge against the property.

### **III. REGULATION OF BODY ART, FOOD, RECREATION, AND MANUFACTURED HOMES**

Sections 97.41 and 97.615, Wis. Stats. authorizes the Wisconsin Department of Agriculture, Trade and Consumer Protection to designate the Waupaca County Department of Health and Human Services as its agent for the purpose of collecting permit fees; issuing permits; making investigations or inspections of restaurants, retail food, vending machines, vending commissaries, tourist rooming houses, bed and breakfast establishments, campgrounds, camping resorts, recreational and educational camps, and public swimming pools; and enforcing state laws governing these establishments to protect and improve public health and safety. Sections 463.16, Wis. Stats. authorizes the Department to conduct the aforementioned activities as they apply to tattoo and body piercing establishments. Chapter 251, Wis. Stats. authorizes the Department to conduct the aforementioned activities as they apply to taverns.

The Waupaca County Department of Health and Human Services is an agent for the Wisconsin Department of Agriculture Trade & Consumer Protection and for the Wisconsin Department of Safety and Professional Service under the provisions as set forth in sections 97.41, 101.935, and Chapter 463, Wis. Stats. The duties of Waupaca County Department of Health and Human Services under this delegated authority are described in the listed statutes, Wisconsin Administrative Code Chapter DHS 192, and the written Terms of Agreement Contract between Waupaca County Department of Health and Human Services and the respective state agency.

#### **A. Definitions**

1. **County** - means Waupaca County, Wisconsin.
2. **Conditional License** - means granting the temporary operation of an establishment and requires a signed agreement of compliance within a specific period of time to be determined by the county sanitarian and by policy.
3. **Department** - means the Waupaca County Department of Health and Human Services.
4. **Health Officer** - means the Public Health Officer or his/her authorized designee.
5. **License** - means the granting of permission in a written/certificate form from the appropriate authority to carry on an activity. In this chapter, it is synonymous with permit.
6. **Person** - means an individual, partnership, association, firm, company, corporation, organization, municipality, county, town or state agency, whether tenant, owner, lessee or licensee, or the agent, heir, or assignee of any of these.



7. **Sanitarian** - means the Waupaca County Wisconsin Registered Sanitarian and/or National Environmental Health Association Registered Environmental Health Specialist or his/her representative.
8. **Second and subsequent follow-up inspection** - means any re-inspection that becomes necessary because critical or multiple violation(s) governing an establishment continue(s) to exist, and after notification of same violation(s) and of appropriate time to correct the violations has been issued.

## **B. Issuance of a License**

### **1. License Application**

License application shall be made to the Waupaca County Department of Health and Human Services using forms approved and supplied by the Department and accompanied with the appropriate license fee and pre-inspection fee. Licenses hereunder shall not be granted or issued by the Department unless and until the sanitarian determines and certifies the premises to be licensed is in compliance with all the applicable terms and conditions of all Wisconsin Administrative Codes under contract. Conditional licenses may be issued per policy.

Applications for licenses required in this chapter shall contain, but not be limited to, the following information:

- a. The name, home address and date of birth of the entity requesting the privilege of operating said business/conducting the activity.
- b. The trade name and address of the establishment.
- c. Whether the applicant is a person, corporation, or partnership:
  - i. If the applicant is a corporation, the application shall contain the registered agent's name, home address and date of birth.
  - ii. If the applicant is a partnership, the applicant shall include the names, home addresses and date of births of the partners.
  - iii. The mailing address of the legal licensee.
  - iv. The registered agent for Service of Process.
- d. The signature of all applicants and their agents to confirm that all information on the application is correct, and to acknowledge that any change in the information on the application shall be reported to the sanitarian within 30 calendar days of the change.

## **C. License Issuance**

1. The sanitarian shall issue a license to the applicant only after compliance with the requirements of this chapter and upon payment to the department of all required fees. The Department's decision to grant or withhold a license shall not exceed thirty (30) calendar days, unless application is for a retail food establishment, in which

case a decision shall not exceed fifteen (15) calendar days. The decision to withhold a license shall be accompanied by a written inspection report or documentation of justification or cause. (See Section 3C on Denial of Permit).

2. No license may be issued until all applicable fees have been paid.
3. License Period  
The license period for licenses issued per the Department of Health Services contract shall be from July 1 through June 30, except for a conditional license. Those licenses initially issued during the period beginning on April 1 and ending on June 30, expire on June 30 of the following year.
4. All licensees shall post their license in plain public view on the premise for which the license is issued and shall be so posted for the duration that the license is in effect.

#### **D. Fees**

1. License fees will be adjusted annually by the Health and Human Services Board, through adoption of the Waupaca County budget, to reflect any cost increase in issuing licenses and conducting inspections.
2. Permit fees and other applicable fees are not prorated for the fiscal year and must be paid in full at any time.
3. Pre-Inspections and their associated fees. Pre-inspections are required to be conducted for establishments within the scope of sec. 97.30, Wis. Stats and Wis Admin Code ATCP 75 Subchapter II.
4. Late fees shall be assessed to all establishment licensees for payment made after July 1.

#### **E. Enforcement of Statutes and Rules**

1. Inspection by Public Health  
The Sanitarian, upon presenting proper identification, shall have the authority and duty to enter any licensed premises during regular business hours to inspect the same for compliance with incorporated codes with respect to a business open at least forty (40) hours per week. In the absence of regular business hours, inspections shall be made at any reasonable hour. In the event of an emergency, an inspection may be made at any time. The Sanitarian is not required to provide prior notice to licensee of the inspection.
2. Temporary Orders  
Whenever, as a result of an inspection conducted pursuant to this Chapter, the Sanitarian has reasonable cause to believe that any examined food constitutes, or that any construction, sanitary condition, operation or method of operation of the premises or equipment used on the premises creates an immediate danger to health of the public, the sanitarian may proceed as stated in sections 66.0417 or 97.12, Wis. Stat. to issue a temporary order to prohibit the sale or movement of food for any

purpose, to prohibit the continued operation or method of operation of equipment, to require the premises to cease any other operation or method of operation which creates an immediate danger to public health. Section 66.0417, Wis. Stat. is incorporated herein by reference and made a part of this ordinance as if fully set forth herein.

3. Denial, Suspension or Revocation of License

The Health Officer or his/her designee may deny any license application or suspend or revoke any license issued under this chapter for non-compliance with this Code or any other state statute or regulation or county ordinance. The following procedure shall be followed in the denial, suspension or revocation of any license issued under this Chapter:

- a. A decision to deny, suspend or revoke a license shall be in writing and shall state, with specificity, the reasons for the decision and shall state any and all applicable statutes, ordinances, rules, regulation or orders which may have been violated. The Health Officer or his/her designee shall send to the licensee a copy of the written decision by US mail or by personal service. Said notice shall inform the licensee or applicant of the right to have this decision reviewed and the procedure for such review.
- b. A licensee or applicant aggrieved by a decision to deny, suspend or revoke a license must send a written Request and Reconsideration to the Health Officer and/or designee within fifteen (15) business days from the date on the notice of the notice of the decision. The Request for Review and Reconsideration shall state the grounds upon which the person aggrieved asserts that the decision should be reversed or, modified.
- c. Within fifteen (15) business days of receipt of the Request for Review and Reconsideration, the Health Officer and/or designee shall review her/his initial written determination. The Health Officer and/or designee may affirm, reverse or modify the initial determination. The Health Officer or designee shall use US mail or deliver to the licensee or applicant a copy of the written decision on review which shall state the reasons for such a decision. The decision shall advise the licensee or applicant of the right to appeal the decision, the time within which appeal shall be taken and the office or person with whom Notice of Appeal shall be filed.
- d. A licensee or applicant who wishes to appeal a decision on review must file a notice of appeal within ten (10) business days of receipt of the Health Officer's and/or designee's decision on review. The Notice of Appeal shall be filed or mailed to the Health Officer and/or designee. The Health Officer and/or designee shall immediately file said Notice with the Waupaca County Health and Human Services Board.
- e. A licensee or applicant shall be provided a hearing on appeal within forty five (45) calendar days of receipt of the Notice of Appeal. The Health Officer and/or designee shall serve the licensee or applicant with notice of hearing by US mail or personal service at least five (5) business days before the hearing. The hearing shall be conducted before the Waupaca

County Health and Human Services Board and shall be conducted in accordance with the procedures outlined in sec. 68.11 (2) and (3), Wis. Stats.

- f. Within fifteen (15) days of the hearing, the Waupaca County Health and Human Services Board shall US mail or personally deliver to the applicant its written determination stating the reasons therefore. This is the final county determination.

## **F. Specific Incorporation of Codes**

### **1. Hotels, Motels and Tourist Rooming House Requirements**

No person, party, firm, or corporation shall operate a Hotel, Motel or Tourist Rooming House, as defined in Wisconsin Administrative Code Chapter ATCP 72, without first obtaining an annual license therefore from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter ATCP 72 and Chapter 97, Subchapter VII, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as fully set forth herein.

### **2. Restaurants and Retail Food Service Requirements**

No person, party, firm or corporation shall operate a Restaurant, Temporary Restaurant or Mobile Restaurant, as defined in Wisconsin Administrative Code Chapter ATCP 75, without first obtaining a license from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter ATCP 75, and Chapter 97, Subchapter VII, Wis. Stats. provisions, which are incorporated herein by reference and made part of this ordinance as fully set forth herein.

### **3. Bed and Breakfast Establishment Requirements**

No person, party, firm, or corporation shall operate a Bed and Breakfast Establishment as defined in Wisconsin Administrative Code Chapter ATCP 73 for more than ten (10) calendar nights in a year, without first obtaining a license from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter DHS 197, and Chapter 97, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as fully set forth herein.

### **4. Public Pools and Water Attraction Requirements**

No person, party, firm, or corporation shall operate a Public Swimming Pool or Water Attraction, as defined in Wisconsin Administrative Code Chapters ATCP 76 and DSPS 390, without first obtaining an annual license from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter ATCP 76, and Chapter 97, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as fully set forth herein.

### **5. Recreational and Educational Camp Requirements**

No person, party, firm, or corporation shall operate a Recreational and Educational

Camp, as defined in Wisconsin Administrative Code Chapter ATCP 78, without first obtaining an annual license from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter ATCP 78, and Chapter 97, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as fully set forth herein.

6. Campground Requirements

No person, party, firm, or corporation shall operate a Campground, as defined in Wisconsin Administrative Code Chapter ATCP 79, without first obtaining an annual license from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter ATCP 79, and Chapter 463, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as fully set forth herein.

7. Tattoo and Body Piercing Establishment Requirements

No person, party, firm, or corporation shall operate a Tattooing and/or a Body Piercing Establishment, as defined in Wisconsin Administrative Code Chapter SPS 221, without first obtaining an annual license from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance or Wisconsin Administrative Code Chapter SPS 221, and Chapter 463, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as fully set forth herein.

8. Manufactured Home Communities Requirements

No person, party, firm, or corporation shall operate a Manufactured Home Community, as defined in Wisconsin Administrative Code Chapter DSPS 326, without first obtaining an annual license therefore from the Waupaca County Department of Health and Human Services, or contrary to the terms and conditions of this ordinance, or Wisconsin Administrative Code Chapter DSPS 326, and Chapter 101 Subchapter V, Wis. Stats. provisions, which are incorporated herein by reference and made a part of this ordinance as if fully set forth herein.

**IV. ENFORCEMENT**

A. The provisions of this ordinance shall be administered by or under the direction of the Health Officer, who in person or by duly authorized representatives shall have the right to enter, at reasonable hours, upon premises affected by this ordinance to inspect the premises, secure samples or specimens, exam and copy relevant documents and records, and/or obtain photographic or other evidence needed to enforce this ordinance. Enforcement actions which order abatement and/or correction of human health hazards will be initiated as follows:

1. If the existence of a human health hazard is confirmed, a written abatement order will be issued by the Health Officer specifying the action needed to abate and/or correct the human health hazard, the compliance period, the penalty if the human health hazard is not abated and/or corrected and notice of the right to appeal.
2. In cases of an immediate danger to health or in extreme cases where the person responsible for abating and/or correcting a human health hazard refuses to comply with the time period specified in the written order, the county or the local governing body may cause to have the human health hazard abated and/or corrected with the

cost of such abatement and/or correction to be recovered directly from the responsible person or as a special assessment on the property as per section 254.59, Wisconsin Statutes.

- B. Pursuant to sections 252.25, 97.72, and 97.73 Wis. Stats., applicable Wisconsin Administrative Code Chapters incorporated by reference, and Waupaca County Code of Ordinance Chapter 25, the Department is authorized to enforce this ordinance through the use of County citations and/or petitions for injunctive relief and abatement.
- C. Waupaca County Corporation Counsel may in her/his discretion, commence legal action and may proceed pursuant to the provisions outlined in sections 66.0113 or 66.0114, Wis. Stats., or pursuant to the issuance of a summons and complaint.
- D. Waupaca County adopts by reference the following chapters of the Wisconsin Administrative Codes: ATCP 72, ATCP 73, ATCP 74, ATCP 75, ATCP 76, ATCP 78, ATCP 79, SPS 221, and SPS 326 all as are from time to time amended, and all other state and federally referenced rules and Memorandums of Understanding.
- E. Waupaca County recognizes and adopts the same exemptions for inspections and licensure as contained in the aforementioned Wisconsin Statutes, Administrative Codes and the State of Wisconsin Department of Health Services and Wisconsin Department of Agriculture, Trade and Consumer Protection policies.
- F. **PENALTIES**  
Any person who violates this ordinance may be fined not less than \$100.00, nor more than \$1,000.00. Any person who fails to comply with an order of the Department under this ordinance, shall forfeit \$50.00 for each day of non-compliance after the order is served upon or directed to him/her per sec. 254.59 and 97.41, Wis. Stats.
- G. **APPEALS**  
Appeals from Department orders shall be pursuant to Department policy adopted in conformance with the procedures for conducting appeals enumerated in Chapter 68, Wis. Stats. Copies of the appeal procedures shall be available at the Department of Health and Human Services, 811 Harding Street, Waupaca, Wisconsin 54981.

**EFFECTIVE DATE:** Upon adoption of and publication by the County Board of Supervisors, this Ordinance will be in full force and effect within Waupaca County

**WAUPACA COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**Transportation Coordinating Committee Minutes**  
**March 14, 2019**

*This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place, and agenda of this meeting.*

Meeting called to order by Chairman Gerald Murphy at the Waupaca County Courthouse, Waupaca, WI, LL43 at 10:03 a.m.

**MEMBERS PRESENT:** Gerald Murphy, Dave Lowe, Jesse Cuff, Carl Kietzmann, Janna Taylor

**MEMBERS EXCUSED:**

**MEMBERS ABSENT:** Ron Johnston, Chad Hoerth, Karl Schulte, Bob Thompson

**OTHERS PRESENT:** Leah Klein (ADRU Manager), Kolin Erickson (ECWRPC Planner)

- I. **ADOPTION OF AGENDA:** *Motion by Jesse Cuff, seconded by Carl Kietzmann to approve the agenda. Motion carried.*
- II. **ADOPTION OF THE MINUTES of January 10, 2019:** *Motion made by Dave Lowe, seconded by Jesse Cuff to accept minutes from January 10, 2019. Motion carried.*

**PUBLIC COMMENT:** None.

**III. Veterans Transportation – Jesse Cuff:**

Jesse advised members that the Waupaca County Veterans Service Office has applied veteran's medical transportation funding and was awarded a \$15,000 for one year. Jesse is hoping to continue to receive this funding and possibly leverage more grant dollars year to year. DHHS, VSO and County Finance staff will be meeting soon to determine best method to track and report this new funding source for veteran medical transportation. Jesse mentioned that the new data management system has been helpful and that the veterans have not had any issues with transportation from the volunteer driver program. Jesse noted the upcoming 3<sup>rd</sup> Veteran's Benefit Expo occurring Friday March 22, 2019 at the Waupaca Recreation Center. About 30 vendors are signed up to offer resources.

**IV. 85.21 Transportation Program – 2019 Budget Predictions – Leah Klein:**

Leah reviewed the projected 2019 Volunteer Driver Transportation Program operating deficit as approximately \$95,500.00. This is in part due to the expansion of the program's ridership, reduction of rider copays, stagnation of Dept. of Transportation grant dollars, and increase in IRS mileage reimbursement rate. The projected deficit reviewed does include the additional 5310 operating expenses grant dollars received for 2019 which totaled \$34,577. The Veteran's Transportation grant has yet to be factored in.

Leah also reviewed the recent increase in requests for non-emergency medical transportation (NEMT) for individuals who do qualify for NEMT through Medicaid via MTM. Leah noted a recent decision that requires WI Dept. of Health Services to reissue the procurement for NEMT services in the state of Wisconsin. MTM will continue to be the designated NEMT provider until another contract is secured. There will be issues with the transition and Medicaid NEMT eligible ride requests will be handled on a case by case basis.

Leah reported on the status of the ThedaCare CHAT Team Plunge on Transportation. The group has decided to focus on the transportation needs of individuals under the age of 60 for any trip purpose. The group is considering a mobility management position and the expansion of an established ride scheduling service in the Fox Valley area.

Discussion was held regarding the unsustainability of the Volunteer Driver Transportation Program's operating deficit. Discussions regarding additional grants and revenue streams was held in addition to discussions regarding increase to rider copays and possible holding of mileage reimbursement rate to be reviewed regularly.

**V. Keyhubs Transportation Project – Leah Klein:**

Leah noted that the DHHS Board approved the funding for Phase II of the Keyhubs Transportation Project at their meeting in February. Phase II includes the creation of a Minimal Viable Product (smart phone application) that will be rolled out on a trial basis to 12-15 individual employees of DHHS, volunteer drivers and riders. More information will be shared as it becomes available.

**VI. 5310 Vehicle Transfer to Lessees – Leah Klein:**

Leah presented two options in moving forward with the 5310 Vehicle grant with Dept. of Transportation. Leah noted that corrective action steps would need to be taken in order to regain compliance with the 5310 grant requirements OR the vehicles currently being leased by Wisconsin Veteran's Home and City of New London would need to transfer ownership from Waupaca County to those entities. Discussion was held on the options. *Motion made by Dave Lowe to recommend to the DHHS Board that the remaining 5310 grant vehicles be transferred to their respective lessees, seconded by Carl Kietzmann. Motion Carried.*

**VII. 5-Year Transportation Coordination Plan Goal Review – Leah Klein:**

This was requested as a standing agenda item to ensure that the committee does not lose sight of the goals identified by the community as priorities for transportation related needs in the county. Leah and committee members discussed and reviewed the coordination plan and goals and will continue to do so in the future.

**VIII. Adjourn: Motion was made to adjourn by Jesse Cuff, seconded by Dave Lowe. Motion Carried.**

**NEXT MEETING – Thursday, May 9, 2019 – 10:00am – Waupaca County Courthouse – LL43**

Respectfully Submitted by: Janna Taylor



Waupaca County Nutrition Advisory Council  
Thursday May 23, 2019  
Waupaca County Courthouse, LL42  
811 Harding Street · Waupaca, WI 54981

*This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes so that the citizenry may be aware of the time, place, and agenda of the meeting.*

Chairperson Jan Lehrer called the meeting to order at 1:30 pm and a quorum was established.

**Members Present:**

**Chairperson:** Jan Lehrer

**Waupaca Site Representative:** Carol Elvery

**Clintonville Site Representative:** Dave Steffens

**Manawa Site Representative:** Dr. Janet Reilly

**Marion Site Representative:** Wayne Laux

**Waupaca Alternate Site Representative:** Joanne Samack

**Weyauwega Site Representative:** Bette Kaminske

**Manawa Site Representative:** DeAnn Miller

**Community Members Present (Per Public Sign-in Sheet):** Alice Winters, Mike Wausch, Judy Morris.

**Others Present:** Melissa Anderson (Aging Programs Supervisor), Leah Klein (ADRU Manager), Pat Huber (ADRC Clerk).

- I. **Adoption of the Agenda:** *A motion was made to adopt the agenda with the inclusion of a new agenda item "Old Business" by Carol Elvery and seconded by Janet Reilly. Motion carried.*
- II. **Adoption of the Minutes of March 21, 2019:** *A motion was made to approve the minutes of March 21, 2019 as written by DeAnn Miller and seconded by Wayne Laux. Motion Carried.*

**Public Comment:** Joanne Samack, Waupaca Nutrition Site Manager, read a letter from a home delivered meal participant who described experience with food quality with Schueller's Great exSPECTations. Alice Winters, Home Delivered Meals Participant reported to the council her experiences with the food she receives and reported decline in food quality, the lack of variety and meal packaging concerns. Judy Morris, volunteer and senior dining participant explained she no longer eats the food served at the site due to the high sodium content. Judy expressed concern for the processed food received and serving sizes are small not meeting the requirements of the program. Mike Wausch, senior dining participant, reported meals he receives at the site are high in sodium, given his current health condition he is not able to consume.

**III. Nutrition Site Status Updates – Melissa Anderson, Aging Programs Supervisor**

**Iola:** Beginning May 6, 2019 Schueller's Great exSPECTations began providing home delivered meals for the Iola site. Waupaca site manager and volunteers are packaging the Iola home delivered meals. Volunteer who is reimbursed mileage picks up the meals in Waupaca and delivers to Living Oaks in Iola where volunteers deliver directly to the participants. Waupaca County DHHS continues to contract with Living Oaks short term for senior dining services at \$8.00 a meal. Living Oaks have agreed to provide necessary documentation for state and federal recording along with the invoice of meals on a monthly basis. Donations are sent directly to Waupaca County DHHS donations are no longer accepted at the site. Additional meal transport equipment has been purchased to ensure food safety and to avoid a disruption of services.

**Manawa:** Beginning May 6, 2019 Weyauwega Nutrition site has packaged meals for the Manawa nutrition site both home delivered and senior dining meals. Monday May 20, 2019 Brogan Bartel started as site manager for the Manawa nutrition site. Wednesday May 22, 2019 started day one for Schueller's Great exSPECTations delivering bulk food to the Manawa nutrition site. Home delivered meals are packaged directly at the site for volunteer pickup and delivery. Senior dining is served as it had previously. Senior dining participation numbers are unchanged, with an increase in home delivered meal participants. Participants have expressed concern for the lack of desserts they receive with the new caterer. Leah Klein, ADRU Manager, updated the committee on discussions with local restaurants. Upon review, a conflict of interest was noted regarding the potential for Manawa Steakhouse to provide catering service due to the owner being a County Board Supervisor. Little Wolf Diner & Pizzeria is interested in working with the Further direction is needed from the DHHS Board to pursue catering services with any vendor.

**Weyauwega:** Site manager, Shani Appleby has reported complaints received from participants regarding the menu on bingo days. Participants have reported menu as printed is not appealing and requested updates to be made to include meat and potatoes on bingo days. Updates have been made to reflect the requested menu. Senior dining participation averages 2-5 participants/volunteers each day. A discussion regarding the possibility of opening the Weyauwega site to 5 days per week was held. At this time, that change is not being considered.

**Waupaca:** Site manager, Joanne Samack, was commended for all her hard work during the transition and changes to her site and duties. Waupaca nutrition site manager and staff have noticed an increase in food waste such as applesauce or canned vegetables. Melissa explained participants may receive second helpings of food for the purposes of eating at the dining center. Food that has been served to any participant is the sole responsibility of that participant including food safety if the participant takes uneaten food home. Participants are encouraged to bring their own take-home containers if they do not finish their entire meal.

**New London:** The site operations are critically stressed with lack of help in the kitchen due to losing the two Senior Aide workers, employed through Curative Connections. Site manager, Beth Wells, does have a regular volunteer on Wednesdays. Additional help is also provided by Leah Klein, Melissa Anderson, Pat Huber and NAC member Dave Steffens to fill in the days when there is no volunteer. Volunteer recruitment for the New London site is a priority. Melissa noted Tuesday May 28, 2019 senior dining will be closed at the New London Site due to lack of available help for the Site Manager on that day. The city of New London is offering a pizza party for those interested on May 28, 2019 for \$1 per person due to the closure of senior dining for the day. Both Leah and Melissa commented on the continued positive partnership with the City of New London. Senior participation has decreased while home delivered meal participation has increased.

**Clintonville:** Melissa reported that Clintonville has volunteer coverage in all areas due to a large group of volunteers. Increased participation in both senior dining and home delivered meals.

**Marion:** This site also is doing well, unchanged senior and home delivered meal participation. Mary Riske, Marion Site manager now has a volunteer in site.

**Other Program Updates:** Melissa explained the change to one menu used county wide for senior dining and home delivered meals beginning June 1, 2019. The biggest change participants will see is the decrease in desserts. In an effort to control meal costs those food items, which are not required by state and federal standards, will no longer be part of the meal on a daily basis. Desserts are not a requirement of the nutrition program. Letters will be sent to the participants along with the June menu to explain the reason for the decrease in frequency of desserts. Nutrition Advisory Council member Wayne Laux expressed concern over accommodating Schueller's increased meal costs when they have received complaints about their meal quality.

Board member Janet Reilly questioned why Steve & Mary's were receiving less per meal than Schueller's, considering their food is higher quality. It was also questioned as to whether Steve & Mary's could take over all the catering, to which Melissa replied they had approached them and were told they could only do it short-term, up to 60 days, due to lack of facilities. Melissa also reported ThedaCare Medical has expressed an interest in the nutrition program and reported their ability to provide meal transport. A discussion was held regarding the continued service provided by Schueller's. Many comments were made suggesting that Waupaca County search for a new caterer. Leah explained the County's process for terminating a nutrition catering contract and seeking a new vendor. *Motion made to recommend that the DHHS Board provide Schueller's Great exSPECHTations a 30-day contract termination notice and recommend that DHHS pursue a new vendor by Carol Elvery and seconded by Wayne Laux. Motion Carried.*

- IV. **UW-Green Bay Nursing Internship:** Melissa reported UW Green Bay nursing student intern, Heather Newton, had completed her internship on May 3, 2019. It was noted that Heather provided a valuable service by completing all of the home delivered meal participant reassessments for eligibility for the Manawa area and all but three participants for the Weyauwega area.
- V. **Eligibility and Assessment process – Home Delivered Meals:** Handout given "Home Delivered Meal Referral & Assessment Process," which included an eligibility decision tree and home delivered meal assessment. Council members reviewed and there were no questions on the policy. It was noted that we have had some negative feedback due to some community members not qualifying as homebound. Council members discussed the language in the policy as clear. Council member Janet Reilly questioned whether our IT department could create an algorithm, using the current assessment form, to ensure objectivity when staff are assessing for eligibility. Leah indicated she would look into it.
- VI. **Policy Review:** A review of the Waupaca County Nutrition Program Policy #1 "Carry-Out Meals" and Policy #5 "Ensuring Participant Contribution Confidentiality" and discussion followed. Leah also reviewed Waupaca County DHHS "Resolution No. 4 (2019-2020)", handout given. This resolution was for the purpose of DHHS budget amendment to include additional \$36,000.00 spending from the DHHS fund balance to accommodate the Nutrition Program daily operations for the remainder of 2019. This resolution was passed by the DHHS Board, County Finance Committee and the County Board of Supervisors.
- VII. **Old Business:** This agenda item was added at the request of Council members to address old business of previous agendas. It was requested that a copy of new menus be attached to the NAC agendas prior to their distribution for Council review and comment.
- VIII. **Adjournment:** *A motion was made to adjourn the meeting by Janet Reilly and seconded by Bette Kaminske. Motion Carried.*

Respectfully Submitted,

Pat Huber, ADRC Clerk

Waupaca County Committee on Aging Minutes  
Tuesday May 28, 2019  
Waupaca County Courthouse  
811 Harding Street Waupaca, WI 54981  
Room 1068

*This meeting and all other meetings of this committee are open to the public. Proper notice has been given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place and agenda of this meeting.*

**Aging & Disability Resource Unit Manager Leah Klein called the meeting to order at 10:05 am and a quorum was established.**

**Members Present:** John Smith, Bob Appleby, Jan Lehrer, and Dawn Brumm

**Members Absent:** Ray Claussen

**Others Present:** Leah Klein (ADRU Manager), Melissa Anderson (Aging Programs Supervisor), Pat Huber (ADRC Clerk), Darlene Kramer (Regional ADRC Coordinator), Denise Roman (Volunteer Coordinator)

- I. **Adoption of Agenda:** *A motion to adopt the agenda as written was made by John Smith and seconded by Bob Appleby. Motion Carried.*
- II. **Adoption of Minutes March 26, 2019:** *A motion was made to approve the minutes as written by Jan Lehrer and seconded by Dawn Brumm. Motion Carried.*

### **Public Comment – (3 Minutes)**

*Members of the public who wish to address the Committee on Aging are welcome to do so at this time. Public comment period is limited to no more than thirty minutes, with three minutes allotted per person. Committee on Aging members are not allowed to address or respond to issues raised by the public.*

**Dave Stephens (Clintonville)** Dave noted his position on the Nutrition Advisory Council. He stated the concerns and complaints discussed at the NAC Meetings. Dave promoted an increase in budget for aging programs as the aging population increases.

**Carol Elvery (Waupaca)** Carol noted the rural nature of Waupaca County, the increased aging population and mission of the program. Carol made comment regarding the menu and food quality as well as recommended to the Committee to consider long-term solutions for the Nutrition Program. Carol noted the displeasure of some program participants regarding the lack of desserts offered.

**Larry Schueller (Waupaca)** Larry noted his position as one of the caterer for the Waupaca County Nutrition Program with Schueller's Great exSPECTations. Larry noted the budget conversations for the Nutrition Program and reported that his revenue from the Nutrition Program catering contract is about \$0.12-\$0.13 per meal. Larry noted his continued interest in providing this service to the community.

- III. **Election of New Chairperson:**  
Request for nominations for Waupaca County Committee on Aging Chairperson made by Leah Klein.  
**Nomination of Bob Appleby for Chairperson by Dawn Brumm.**  
**Nomination of John Smith for Chairperson by Jan Lehrer.**  
*Motion to close nominations made by Jan Lehrer and seconded by Dawn Brumm. Motion Carried.*  
Private ballots were distributed and calculated. **John Smith elected Chairperson with a vote 4:0.**

*Motion to accept John Smith as Waupaca County Committee on Aging Chairperson made by Jan Lehrer and seconded by Dawn Brumm. Motion Carried.*

**IV. Member Resignation – Dona Gabert:**

Leah reported the receipt of a letter of resignation from the Committee on Aging from Dona Gabert. Dona's years of service and dedication to the Waupaca County Committee on Aging and the seniors of Waupaca County was recognized. *Motion to accept resignation of Dona Gabert from the Committee on Aging was made by Jan Lehrer and seconded by Dawn Brumm. Motion Carried.*

**V. Volunteer Coordinator Introduction:**

Leah Klein introduced Denise Roman as the new part-time Waupaca County Volunteer Coordinator. Denise shared her experience with volunteer recruiting and personal experience with family caregiving. Denise reported on her current activities and efforts to recruit volunteers for the Department of Health and Human Services including the Nutrition Program. Committee members recommended reaching out to the local school districts, school sports coaches, and local churches for confirmation youth groups.

**VI. Regional Aging & Disability Resource Center Coordinator Update:**

Darlene Kramer reported her advocacy efforts at the April 24, 2019 Wisconsin Joint Finance Committee and spoke regarding Health Aging programs. Darlene discussed the topics of the May 10, 2019 Regional ADRC Staff training including Ageism, Alzheimer's Institute Early Onset Dementia, Transition of Seniors Moving From Home to Facility-Based or Assisted Living, and the Wisconsin Veteran's Home at King. The Waupaca Caregiver Coalition's Caregiver Conference is Friday May 1, 2019 at a Waupaca, WI location to be determined. Waupaca Branch ADRC Disability Benefit Specialist, Taylor Strane, accepted the Waupaca County Elder Benefit Specialist position. Darlene will update once the Disability Benefit Specialist in Waupaca has been filled again. Darlene reported on the Wisconsin Aging Advocacy Network's 2019-2020 Federal Budget and Policy Legislative Priority areas: Direct Care Workforce Support, Elder Benefit Specialist Support, Family Caregiver Support, Healthy Aging Grants, Long-Term Care Investment Savings Plan, Social Isolation & Loneliness Study and Transportation Support.

**VII. Nutrition Program Updates:**

**a. Site Specific Updates:** Melissa Anderson discussed the in-site and home delivered meal volunteer needs in the New London Nutrition Site Location. Melissa went on to explain that DHHS staff are driving to New London from Waupaca 2-3 days per week to assist the Nutrition Site Manager who is currently operating the Nutrition Site alone. Clintonville Nutrition Site Dave Stephens is also volunteering at the New London site 1 day per week. It was noted that Tuesday May 28, 2019, New London Congregate Dining was closed due to lack of support staff and volunteers to ensure food safety. Leah Klein mentioned that the City of New London threw a pizza party for the senior diners in New London and there were at least 20 people signed up to participate. Melissa shared that the Iola Home Delivered Meal participants are contacting the Waupaca Nutrition Site Manager for reservations and cancellations. Iola Home Delivered Meals continue to be packaged in Waupaca and delivered by a volunteer to Iola Living Assistance. A volunteer meal delivery vacancy lead to home delivered meals not being delivered in Iola two weeks ago. Leah noted that the crisis plan is not desired. Melissa reported that the Manawa Nutrition Site Manager position has been filled by Brogan Bartel. She is currently training with Melissa. Melissa reported that Schueller's Great exSPECTations is now delivering bulk food to Manawa for congregate and home delivered meals. Melissa updated the group that the current two Nutrition Program caterers will be using the same menu effective June 1, 2019. A consistent complaint received by Nutrition Program staff is the lack of desserts provided

daily. Melissa repeated that the Nutrition Program is not required to provide daily dessert and both caterers are accommodating desserts 3-4 times per month.

- b. Eligibility & Assessment Process – Home Delivered Meals:** Leah Klein reviewed the Home Delivered Meal Assessment Process & Eligibility Requirements. Leah noted that individuals who qualify for home delivered meals are required to be essentially homebound and unable to prepare their own meals. Leah explained that requests for home delivered meal service are sometimes in regards to convenience versus need for delivery service. Individuals who do not qualify for home delivered meals are invited to senior dining sites. Home delivered meal in-home assessments for eligibility may take 2-3 weeks to occur due to the volume of in-home visit requests and 3 Home Visiting Social Worker staff to accommodate requests. Leah noted her desire to share the information as individuals who do not qualify have become upset. Leah noted her desire for the Committee members to be aware of eligibility criteria for instances where complaints arise.
- c. DHHS Board Input/Recommendation Request:** Leah Klein summarized the below recommendations submitted for consideration by the DHHS Board from the Nutrition Advisory Council:
- Recommendation to provide 30-day notice to terminate catering contract with Schueller's Great exSPECTations due to concerns of meal quality then put forth a request for proposal for new catering vendor.
  - As part of the budgetary proposal to the DHHS Board, it was recommended that staff disclose the cost savings by closing all Nutrition Site senior dining locations 1 day per week, 2 days per week, and so on.
  - As part of the budgetary proposal to the DHHS Board, it was recommended that staff disclose the potential impacts of implementing a waiting list versus the number of individuals who would be removed from the program to accommodate a budget.
  - Seek algorithm which will assist in the determination of eligibility for home delivered meal service.
  - Increase community education regarding the current status of the Nutrition Program.
  - Finalize the Nutrition Advisory Council Bylaw revision & update to clarify roles & responsibilities of the Council.

Discussion was held by the Committee on Aging members regarding the overall status of the Nutrition Program including catering, volume of need in the community, traditional versus restaurant senior dining sites, budget crisis, and information about potentially establishing a waiting list for service in the future. In addition to supporting the above named recommendations of the Nutrition Advisory Council, Committee on Aging members recommended the following considerations for the DHHS Board:

- Letter to local, state, and federal representatives regarding the changes needed to the overall Nutrition Program requirements.
- Immediate consideration of restaurant model nutrition sites versus traditional nutrition sites.
- Immediate consideration of a request for proposal of countywide home delivered meal service.

**VIII. Adult Protective Services:** Leah Klein shared an information flyer with the number of Elder Abuse reports that Waupaca County DHHS investigated in 2018. There were 107 reports of elder abuse, neglect, self-neglect and financial exploitation in Waupaca County. Leah shared that June 15 is an annual day to recognize World Elder Abuse Awareness Day.

**IX. Adjourn:**

*A motion was made to adjourn the meeting by Jan Lehrer and seconded by Dawn Brumm. Motion Carried.*

**Next Meeting – Tuesday July 23, 2019 – 10:00am – Waupaca County Courthouse – Room 1068**

Respectfully Submitted,  
Leah Klein, ADRU Manager





# Income Statement

Through 04/30/19  
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
<b>Fund Category Governmental Funds</b>						
Fund Type Special Revenue Funds						
FUND 22 - Health and Human Services						
REVENUE						
DEPARTMENT 27 - HEALTH SERVICES						
PROGRAM 43550 - HEALTH SERVICES GRANTS						
Intergovernmental Revenues	374,844.00	.00	121,979.66	252,864.34	33	434,749.19
PROGRAM 43550 - HEALTH SERVICES GRANTS Totals	\$374,844.00	\$0.00	\$121,979.66	\$252,864.34	33%	\$434,749.19
PROGRAM 46590 - HEALTH SERVICES FEES						
Public Charges for Services	284,000.00	5,465.80	23,404.68	260,595.32	8	285,708.04
PROGRAM 46590 - HEALTH SERVICES FEES Totals	\$284,000.00	\$5,465.80	\$23,404.68	\$260,595.32	8%	\$285,708.04
PROGRAM 46620 - CASE MANAGEMENT FEES						
Public Charges for Services	73,000.00	.00	3,492.15	69,507.85	5	62,534.62
PROGRAM 46620 - CASE MANAGEMENT FEES Totals	\$73,000.00	\$0.00	\$3,492.15	\$69,507.85	5%	\$62,534.62
PROGRAM 48506 - HEALTH SERVICES DONATIONS						
Miscellaneous Revenue	.00	.00	.00	.00	+++	200.00
PROGRAM 48506 - HEALTH SERVICES DONATIONS Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$200.00
PROGRAM 48540 - HEALTHY BEGINNINGS DONATIONS						
Miscellaneous Revenue	.00	.00	.00	.00	+++	1,000.00
PROGRAM 48540 - HEALTHY BEGINNINGS DONATIONS Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,000.00
DEPARTMENT 27 - HEALTH SERVICES Totals	\$731,844.00	\$5,465.80	\$148,876.49	\$582,967.51	20%	\$784,191.85
DEPARTMENT 32 - HUMAN SERVICES						
PROGRAM 41116 - PROPERTY TAX-HHS						
Taxes	3,568,730.00	.00	.00	3,568,730.00	0	3,497,846.00
PROGRAM 41116 - PROPERTY TAX-HHS Totals	\$3,568,730.00	\$0.00	\$0.00	\$3,568,730.00	0%	\$3,497,846.00
PROGRAM 43560 - HUMAN SERVICES GRANTS						
Intergovernmental Revenues	4,834,696.00	568.90	1,504,736.88	3,329,959.12	31	4,899,883.53
PROGRAM 43560 - HUMAN SERVICES GRANTS Totals	\$4,834,696.00	\$568.90	\$1,504,736.88	\$3,329,959.12	31%	\$4,899,883.53
PROGRAM 45180 - PUBLIC ASST FRAUD FINE						
Fines, Forfeits, and Penalties	3,700.00	180.29	1,137.26	2,562.74	31	4,052.16
PROGRAM 45180 - PUBLIC ASST FRAUD FINE Totals	\$3,700.00	\$180.29	\$1,137.26	\$2,562.74	31%	\$4,052.16
PROGRAM 46620 - CASE MANAGEMENT FEES						





# Income Statement

Through 04/30/19  
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Public Charges for Services	429,353.00	21,850.84	74,816.72	354,536.28	17	252,140.75
PROGRAM 46620 - CASE MANAGEMENT FEES Totals	\$429,353.00	\$21,850.84	\$74,816.72	\$354,536.28	17%	\$252,140.75
PROGRAM 46630 - WCI PRODUCTION FEES						
Public Charges for Services	.00	.00	.00	.00	+++	1.90
PROGRAM 46630 - WCI PRODUCTION FEES Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1.90
PROGRAM 46631 - WCI REHABILITATION FEES						
Public Charges for Services	.00	.00	.00	.00	+++	(956.21)
PROGRAM 46631 - WCI REHABILITATION FEES Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$956.21)
PROGRAM 46632 - WCI CANTEEN PROGRAM						
Miscellaneous Revenue	.00	.00	.00	.00	+++	(.50)
PROGRAM 46632 - WCI CANTEEN PROGRAM Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$0.50)
PROGRAM 46633 - WCI TRANSPORTATION REVENUE						
Public Charges for Services	.00	.00	.00	.00	+++	(149.53)
PROGRAM 46633 - WCI TRANSPORTATION REVENUE Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$149.53)
PROGRAM 46634 - WCI COMMUNITY JOBS REVENUE						
Public Charges for Services	.00	.00	.00	.00	+++	(38.40)
PROGRAM 46634 - WCI COMMUNITY JOBS REVENUE Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	(\$38.40)
PROGRAM 46640 - MENTOR FEES						
Public Charges for Services	18,950.00	.00	.00	18,950.00	0	8,274.50
PROGRAM 46640 - MENTOR FEES Totals	\$18,950.00	\$0.00	\$0.00	\$18,950.00	0%	\$8,274.50
PROGRAM 46659 - TPL/MA COLLECTIONS						
Public Charges for Services	.00	.00	200.00	(200.00)	+++	2,587.00
PROGRAM 46659 - TPL/MA COLLECTIONS Totals	\$0.00	\$0.00	\$200.00	(\$200.00)	+++	\$2,587.00
PROGRAM 46660 - MENTAL HEALTH OUTPATIENT						
Public Charges for Services	122,500.00	11,130.79	21,290.22	101,209.78	17	118,826.45
PROGRAM 46660 - MENTAL HEALTH OUTPATIENT Totals	\$122,500.00	\$11,130.79	\$21,290.22	\$101,209.78	17%	\$118,826.45
PROGRAM 46663 - MENTAL HEALTH CONTRACTS						
Public Charges for Services	119,600.00	9,591.30	23,289.00	96,311.00	19	84,567.62
PROGRAM 46663 - MENTAL HEALTH CONTRACTS Totals	\$119,600.00	\$9,591.30	\$23,289.00	\$96,311.00	19%	\$84,567.62
PROGRAM 46665 - ALCOHOL ABUSE CONTRACTS						
Public Charges for Services	.00	.00	.00	.00	+++	10.00
PROGRAM 46665 - ALCOHOL ABUSE CONTRACTS Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$10.00



# Income Statement

Through 04/30/19  
Summary Listing

Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
PROGRAM 46666 - WI MEDICAID COST REPORTS						
Public Charges for Services	350,000.00	.00	.00	350,000.00	0	267,298.51
PROGRAM 46666 - WI MEDICAID COST REPORTS Totals	\$350,000.00	\$0.00	\$0.00	\$350,000.00	0%	\$267,298.51
PROGRAM 46668 - CRISIS INTERV REVENUE						
Public Charges for Services	154,850.00	29,804.58	36,750.67	118,099.33	24	166,889.98
PROGRAM 46668 - CRISIS INTERV REVENUE Totals	\$154,850.00	\$29,804.58	\$36,750.67	\$118,099.33	24%	\$166,889.98
PROGRAM 46669 - AODA OUTPATIENT FEES						
Public Charges for Services	144,000.00	16,805.12	45,394.41	98,605.59	32	132,161.21
PROGRAM 46669 - AODA OUTPATIENT FEES Totals	\$144,000.00	\$16,805.12	\$45,394.41	\$98,605.59	32%	\$132,161.21
PROGRAM 46670 - COURT SERVICES UNIT FEES						
Public Charges for Services	82,500.00	12,165.95	26,346.32	56,153.68	32	87,960.92
PROGRAM 46670 - COURT SERVICES UNIT FEES Totals	\$82,500.00	\$12,165.95	\$26,346.32	\$56,153.68	32%	\$87,960.92
PROGRAM 46671 - CSP CERTIFIED PROGRAM						
Public Charges for Services	168,200.00	19,611.70	29,217.02	138,982.98	17	122,036.84
PROGRAM 46671 - CSP CERTIFIED PROGRAM Totals	\$168,200.00	\$19,611.70	\$29,217.02	\$138,982.98	17%	\$122,036.84
PROGRAM 46672 - CLTS WAIVER FEES						
Public Charges for Services	2,300.00	11,205.34	17,825.99	(15,525.99)	775	35,093.38
PROGRAM 46672 - CLTS WAIVER FEES Totals	\$2,300.00	\$11,205.34	\$17,825.99	(\$15,525.99)	775%	\$35,093.38
PROGRAM 46673 - YOUTH AID FEES						
Public Charges for Services	21,000.00	1,208.72	3,292.09	17,707.91	16	16,734.70
PROGRAM 46673 - YOUTH AID FEES Totals	\$21,000.00	\$1,208.72	\$3,292.09	\$17,707.91	16%	\$16,734.70
PROGRAM 46674 - CCS PROGRAM						
Public Charges for Services	1,280,149.00	57,453.24	135,237.86	1,144,911.14	11	964,857.49
PROGRAM 46674 - CCS PROGRAM Totals	\$1,280,149.00	\$57,453.24	\$135,237.86	\$1,144,911.14	11%	\$964,857.49
PROGRAM 46675 - BIRTH TO THREE / EIP						
Public Charges for Services	49,650.00	1,105.67	7,225.62	42,424.38	15	55,833.98
PROGRAM 46675 - BIRTH TO THREE / EIP Totals	\$49,650.00	\$1,105.67	\$7,225.62	\$42,424.38	15%	\$55,833.98
PROGRAM 46676 - FAMILY COURT SERVICES FEE						
Public Charges for Services	24,200.00	1,245.00	3,770.00	20,430.00	16	21,555.00
PROGRAM 46676 - FAMILY COURT SERVICES FEE Totals	\$24,200.00	\$1,245.00	\$3,770.00	\$20,430.00	16%	\$21,555.00
PROGRAM 47290 - DOT/RAM PROGRAM						
Intergovernmental Charges for Services	.00	.00	.00	.00	+++	690.77



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PROGRAM 47290 - DOT/RAM PROGRAM Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$690.77
PROGRAM 48112 - INTEREST DHHS FUND BAL						
Miscellaneous Revenue	.00	.00	.00	.00	+++	17,922.76
PROGRAM 48112 - INTEREST DHHS FUND BAL Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$17,922.76
PROGRAM 48309 - SALE OF COUNTY PROPERTY						
Miscellaneous Revenue	.00	215.01	6,538.01	(6,538.01)	+++	79,206.92
PROGRAM 48309 - SALE OF COUNTY PROPERTY Totals	\$0.00	\$215.01	\$6,538.01	(\$6,538.01)	+++	\$79,206.92
PROGRAM 48526 - HUMAN SERVICES DONATIONS						
Miscellaneous Revenue	.00	1,000.00	7,250.00	(7,250.00)	+++	6,444.48
PROGRAM 48526 - HUMAN SERVICES DONATIONS Totals	\$0.00	\$1,000.00	\$7,250.00	(\$7,250.00)	+++	\$6,444.48
PROGRAM 49310 - F/B APPLIED - DHHS COMMITTED						
Other Financing Sources	215,418.00	.00	.00	215,418.00	0	.00
PROGRAM 49310 - F/B APPLIED - DHHS COMMITTED Totals	\$215,418.00	\$0.00	\$0.00	\$215,418.00	0%	\$0.00
DEPARTMENT 32 - HUMAN SERVICES Totals	\$11,589,796.00	\$195,142.45	\$1,944,318.07	\$9,645,477.93	17%	\$10,841,732.21
DEPARTMENT 35 - ELDERLY SERVICES						
PROGRAM 43566 - ELDERLY SERVICES GRANTS						
Intergovernmental Revenues	1,205,410.00	.00	364,605.98	840,804.02	30	1,085,481.09
PROGRAM 43566 - ELDERLY SERVICES GRANTS Totals	\$1,205,410.00	\$0.00	\$364,605.98	\$840,804.02	30%	\$1,085,481.09
PROGRAM 46610 - ELDERLY SERVICES FEES						
Public Charges for Services	201,100.00	8,300.28	21,610.36	179,489.64	11	150,843.44
PROGRAM 46610 - ELDERLY SERVICES FEES Totals	\$201,100.00	\$8,300.28	\$21,610.36	\$179,489.64	11%	\$150,843.44
PROGRAM 48113 - INTEREST/85.21 TRANS TRST						
Miscellaneous Revenue	.00	.00	.00	.00	+++	341.62
PROGRAM 48113 - INTEREST/85.21 TRANS TRST Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$341.62
PROGRAM 48507 - ELDERLY SERVICES DONATION						
Miscellaneous Revenue	227,000.00	12,426.04	44,677.46	182,322.54	20	215,218.45
PROGRAM 48507 - ELDERLY SERVICES DONATION Totals	\$227,000.00	\$12,426.04	\$44,677.46	\$182,322.54	20%	\$215,218.45
DEPARTMENT 35 - ELDERLY SERVICES Totals	\$1,633,510.00	\$20,726.32	\$430,893.80	\$1,202,616.20	26%	\$1,451,884.60
REVENUE TOTALS	\$13,955,150.00	\$221,334.57	\$2,524,088.36	\$11,431,061.64	18%	\$13,077,808.66
EXPENSE						
DEPARTMENT 27 - HEALTH SERVICES						
PROGRAM 54176 - IMMUNIZATION INITIATIVE						



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Contractual Services	.00	558.18	558.18	(558.18)	+++	253.73
Supplies and Expense	6,050.00	67.86	317.45	5,732.55	5	3,452.68
Cost Reallocations	45,971.00	2,849.64	12,586.60	33,384.40	27	45,214.06
<b>PROGRAM 54176 - IMMUNIZATION INITIATIVE Totals</b>	<b>\$52,021.00</b>	<b>\$3,475.68</b>	<b>\$13,462.23</b>	<b>\$38,558.77</b>	<b>26%</b>	<b>\$48,920.47</b>
<b>PROGRAM 54177 - PH PREPAREDNESS</b>						
Personal Services	.00	.00	.00	.00	+++	400.09
Contractual Services	1,400.00	30.44	91.32	1,308.68	7	290.00
Supplies and Expense	2,400.00	4,777.98	8,632.39	(6,232.39)	360	12,527.07
Cost Reallocations	58,277.00	2,321.37	15,859.23	42,417.77	27	51,435.42
<b>PROGRAM 54177 - PH PREPAREDNESS Totals</b>	<b>\$62,077.00</b>	<b>\$7,129.79</b>	<b>\$24,582.94</b>	<b>\$37,494.06</b>	<b>40%</b>	<b>\$64,652.58</b>
<b>PROGRAM 54178 - NUTRITION GRANT</b>						
Contractual Services	.00	.00	.00	.00	+++	(511.40)
<b>PROGRAM 54178 - NUTRITION GRANT Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>(\$511.40)</b>
<b>PROGRAM 54179 - LEAD PROGRAM</b>						
Contractual Services	.00	.00	.00	.00	+++	2,062.90
Supplies and Expense	.00	.00	.00	.00	+++	192.24
Cost Reallocations	17,565.00	1,515.34	6,556.20	11,008.80	37	20,683.41
<b>PROGRAM 54179 - LEAD PROGRAM Totals</b>	<b>\$17,565.00</b>	<b>\$1,515.34</b>	<b>\$6,556.20</b>	<b>\$11,008.80</b>	<b>37%</b>	<b>\$22,938.55</b>
<b>PROGRAM 54180 - PUBLIC HEALTH SERVICES</b>						
Personal Services	776,330.00	53,516.22	223,197.85	553,132.15	29	757,358.18
Contractual Services	9,135.00	794.02	5,326.88	3,808.12	58	26,144.71
Supplies and Expense	15,370.00	1,395.22	4,139.04	11,230.96	27	27,091.45
Cost Reallocations	(488,946.00)	(41,477.40)	(178,710.87)	(310,235.13)	37	(516,923.00)
<b>PROGRAM 54180 - PUBLIC HEALTH SERVICES Totals</b>	<b>\$311,889.00</b>	<b>\$14,228.06</b>	<b>\$53,952.90</b>	<b>\$257,936.10</b>	<b>17%</b>	<b>\$293,671.34</b>
<b>PROGRAM 54181 - WIC CLIENT SERVICES CFDA</b>						
Contractual Services	350.00	467.55	1,077.65	(727.65)	308	2,121.37
Supplies and Expense	3,500.00	310.40	690.51	2,809.49	20	9,120.84
Cost Reallocations	72,427.00	5,184.20	21,497.41	50,929.59	30	75,690.78
<b>PROGRAM 54181 - WIC CLIENT SERVICES CFDA Totals</b>	<b>\$76,277.00</b>	<b>\$5,962.15</b>	<b>\$23,265.57</b>	<b>\$53,011.43</b>	<b>31%</b>	<b>\$86,932.99</b>
<b>PROGRAM 54182 - WIC ADMINISTRATION CFDA</b>						
Contractual Services	345.00	48.30	101.88	243.12	30	405.46
Supplies and Expense	360.00	3,655.31	3,661.34	(3,301.34)	1,017	605.84



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Cost Reallocations	26,699.00	2,952.87	10,030.36	16,668.64	38	26,503.40
PROGRAM 54182 - WIC ADMINISTRATION CFDA Totals	\$27,404.00	\$6,656.48	\$13,793.58	\$13,610.42	50%	\$27,514.70
PROGRAM 54183 - WIC NUTR/EDUCATION CFDA						
Supplies and Expense	1,950.00	79.19	922.89	1,027.11	47	3,234.43
Cost Reallocations	59,244.00	3,933.62	17,757.82	41,486.18	30	61,861.10
PROGRAM 54183 - WIC NUTR/EDUCATION CFDA Totals	\$61,194.00	\$4,012.81	\$18,680.71	\$42,513.29	31%	\$65,095.53
PROGRAM 54184 - WI WELL WOMAN PROGRAM						
Supplies and Expense	.00	.00	.00	.00	+++	4,843.15
PROGRAM 54184 - WI WELL WOMAN PROGRAM Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$4,843.15
PROGRAM 54185 - WIC BREASTFEEDING						
Contractual Services	9,524.00	417.73	1,835.92	7,688.08	19	7,050.25
Supplies and Expense	1,100.00	117.78	447.78	652.22	41	940.93
Cost Reallocations	12,236.00	528.34	3,541.88	8,694.12	29	12,781.95
PROGRAM 54185 - WIC BREASTFEEDING Totals	\$22,860.00	\$1,063.85	\$5,825.58	\$17,034.42	25%	\$20,773.13
PROGRAM 54188 - HEALTHY BEGINNINGS						
Personal Services	187,332.00	14,251.87	56,089.02	131,242.98	30	181,241.95
Contractual Services	1,150.00	94.12	280.36	869.64	24	1,406.03
Supplies and Expense	13,400.00	857.00	2,443.17	10,956.83	18	10,585.49
Cost Reallocations	9,647.00	145.51	1,461.10	8,185.90	15	3,459.92
PROGRAM 54188 - HEALTHY BEGINNINGS Totals	\$211,529.00	\$15,348.50	\$60,273.65	\$151,255.35	28%	\$196,693.39
PROGRAM 54189 - RADON						
Supplies and Expense	616.00	.00	.00	616.00	0	616.00
PROGRAM 54189 - RADON Totals	\$616.00	\$0.00	\$0.00	\$616.00	0%	\$616.00
PROGRAM 54190 - FIT FAMILIES						
Contractual Services	.00	48.00	296.00	(296.00)	+++	1,209.70
Supplies and Expense	1,405.00	11.88	36.54	1,368.46	3	1,861.70
Cost Reallocations	27,959.00	2,158.90	8,628.40	19,330.60	31	27,808.78
PROGRAM 54190 - FIT FAMILIES Totals	\$29,364.00	\$2,218.78	\$8,960.94	\$20,403.06	31%	\$30,880.18
PROGRAM 54191 - FAMILY PLANNING						
Contractual Services	9,350.00	115.50	2,752.14	6,597.86	29	6,671.33
Supplies and Expense	10,450.00	2,005.53	4,132.51	6,317.49	40	9,204.49
Cost Reallocations	105,094.00	11,647.53	47,731.74	57,362.26	45	122,045.31



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PROGRAM 54191 - FAMILY PLANNING Totals	\$124,894.00	\$13,768.56	\$54,616.39	\$70,277.61	44%	\$137,921.13
PROGRAM 54192 - SANITARIAN						
Personal Services	145,297.00	11,010.14	31,255.59	114,041.41	22	111,520.03
Contractual Services	1,650.00	81.04	243.84	1,406.16	15	1,739.59
Supplies and Expense	13,145.00	656.68	3,205.31	9,939.69	24	8,141.18
Cost Reallocations	5,292.00	12,187.92	295.60	4,996.40	6	35,235.62
PROGRAM 54192 - SANITARIAN Totals	\$165,384.00	\$23,935.78	\$35,000.34	\$130,383.66	21%	\$156,636.42
PROGRAM 54193 - PREVENTION						
Supplies and Expense	1,200.00	325.76	625.76	574.24	52	1,660.86
Cost Reallocations	6,131.00	1,331.36	2,767.36	3,363.64	45	8,324.71
PROGRAM 54193 - PREVENTION Totals	\$7,331.00	\$1,657.12	\$3,393.12	\$3,937.88	46%	\$9,985.57
PROGRAM 54194 - HLTHY BEG GRANTS/DONATIONS						
Supplies and Expense	.00	29.25	90.14	(90.14)	+++	1,026.75
PROGRAM 54194 - HLTHY BEG GRANTS/DONATIONS Totals	\$0.00	\$29.25	\$90.14	(\$90.14)	+++	\$1,026.75
PROGRAM 54195 - SEAL A SMILE						
Contractual Services	64,500.00	5,242.93	23,655.03	40,844.97	37	44,980.25
Supplies and Expense	13,142.00	385.40	2,425.89	10,716.11	18	13,133.64
Cost Reallocations	3,858.00	311.45	1,089.03	2,768.97	28	4,248.39
PROGRAM 54195 - SEAL A SMILE Totals	\$81,500.00	\$5,939.78	\$27,169.95	\$54,330.05	33%	\$62,362.28
PROGRAM 54196 - MCH II A3						
Supplies and Expense	600.00	51.27	225.38	374.62	38	413.65
Cost Reallocations	21,732.00	1,223.67	4,138.22	17,593.78	19	17,070.20
PROGRAM 54196 - MCH II A3 Totals	\$22,332.00	\$1,274.94	\$4,363.60	\$17,968.40	20%	\$17,483.85
PROGRAM 54197 - PRENATAL CARE COORDINATION-PNCC						
Supplies and Expense	.00	145.00	624.73	(624.73)	+++	.00
Cost Reallocations	.00	2,214.43	8,585.34	(8,585.34)	+++	.00
PROGRAM 54197 - PRENATAL CARE COORDINATION-PNCC Totals	\$0.00	\$2,359.43	\$9,210.07	(\$9,210.07)	+++	\$0.00
PROGRAM 54198 - ENVIRONMENTAL HEALTH						
Contractual Services	650.00	.00	364.50	285.50	56	650.00
Supplies and Expense	7,400.00	228.22	412.86	6,987.14	6	8,230.53
Cost Reallocations	34,720.00	(8,229.95)	16,659.22	18,060.78	48	42,845.52
PROGRAM 54198 - ENVIRONMENTAL HEALTH Totals	\$42,770.00	(\$8,001.73)	\$17,436.58	\$25,333.42	41%	\$51,726.05



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DEPARTMENT 27 - HEALTH SERVICES Totals	\$1,317,007.00	\$102,574.57	\$380,634.49	\$936,372.51	29%	\$1,300,162.66
DEPARTMENT 32 - HUMAN SERVICES						
PROGRAM 54301 - WCI REHAB						
Personal Services	.00	.00	.00	.00	+++	21,149.80
Contractual Services	.00	.00	.00	.00	+++	15,818.08
Supplies and Expense	.00	.00	.00	.00	+++	2,129.55
PROGRAM 54301 - WCI REHAB Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$39,097.43
PROGRAM 54302 - WCI - PRODUCTION						
Personal Services	.00	.00	.00	.00	+++	59,597.23
Contractual Services	.00	.00	.00	.00	+++	6,047.34
Supplies and Expense	.00	.00	.00	.00	+++	257.90
Fixed Charges	.00	.00	.00	.00	+++	21,989.00
PROGRAM 54302 - WCI - PRODUCTION Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$87,891.47
PROGRAM 54303 - BIRTH TO THREE / EIP						
Personal Services	280,581.00	21,242.16	84,547.40	196,033.60	30	268,046.70
Contractual Services	169,316.00	8,829.83	25,755.63	143,560.37	15	145,890.43
Supplies and Expense	15,250.00	1,527.13	4,128.66	11,121.34	27	17,297.82
Grants, Contributions, Indemnities & Other	200.00	.00	.00	200.00	0	.00
Cost Reallocations	53,999.00	4,148.86	17,617.43	36,381.57	33	55,046.13
PROGRAM 54303 - BIRTH TO THREE / EIP Totals	\$519,346.00	\$35,747.98	\$132,049.12	\$387,296.88	25%	\$486,281.08
PROGRAM 54304 - COMMUNITY SUPPORT PROGRAM						
Personal Services	370,443.00	20,828.90	83,078.69	287,364.31	22	215,815.92
Contractual Services	1,600.00	11,251.71	34,533.92	(32,933.92)	2,158	128,752.73
Supplies and Expense	29,850.00	2,023.48	5,100.60	24,749.40	17	15,503.30
PROGRAM 54304 - COMMUNITY SUPPORT PROGRAM Totals	\$401,893.00	\$34,104.09	\$122,713.21	\$279,179.79	31%	\$360,071.95
PROGRAM 54305 - MH OUTPATIENT SERVICES						
Personal Services	538,350.00	40,665.16	160,717.10	377,632.90	30	513,923.55
Contractual Services	417,500.00	29,183.66	114,305.32	303,194.68	27	399,093.76
Supplies and Expense	12,525.00	1,343.47	6,790.74	5,734.26	54	13,961.59
PROGRAM 54305 - MH OUTPATIENT SERVICES Totals	\$968,375.00	\$71,192.29	\$281,813.16	\$686,561.84	29%	\$926,978.90
PROGRAM 54306 - CLTS - DEV DISABLE CASE MGR						
Personal Services	365,469.00	27,103.15	105,291.59	260,177.41	29	261,132.59



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Contractual Services	1,300.00	115.25	465.61	834.39	36	1,571.69
Supplies and Expense	16,807.00	1,419.10	2,750.90	14,056.10	16	14,737.97
Cost Reallocations	18,078.00	957.85	14,538.51	3,539.49	80	34,278.36
PROGRAM 54306 - CLTS - DEV DISABLE CASE MGR Totals	\$401,654.00	\$29,595.35	\$123,046.61	\$278,607.39	31%	\$311,720.61
PROGRAM 54311 - MENTAL HEALTH CONTRACTS						
Contractual Services	406,500.00	41,108.77	55,591.18	350,908.82	14	630,936.69
Supplies and Expense	3,500.00	1,029.69	3,554.61	(54.61)	102	5,546.76
PROGRAM 54311 - MENTAL HEALTH CONTRACTS Totals	\$410,000.00	\$42,138.46	\$59,145.79	\$350,854.21	14%	\$636,483.45
PROGRAM 54313 - AODA CONTRACTS						
Contractual Services	13,000.00	2,154.00	3,986.00	9,014.00	31	21,870.74
PROGRAM 54313 - AODA CONTRACTS Totals	\$13,000.00	\$2,154.00	\$3,986.00	\$9,014.00	31%	\$21,870.74
PROGRAM 54314 - CRISIS STABILIZATION						
Contractual Services	5,432.00	23.32	70.14	5,361.86	1	5,424.91
Supplies and Expense	319,760.00	26,443.00	79,329.00	240,431.00	25	318,453.74
PROGRAM 54314 - CRISIS STABILIZATION Totals	\$325,192.00	\$26,466.32	\$79,399.14	\$245,792.86	24%	\$323,878.65
PROGRAM 54315 - CST - INTENSIVE CASE MANAGEMENT						
Personal Services	371,161.00	24,470.00	90,347.78	280,813.22	24	311,495.67
Contractual Services	21,800.00	1,020.11	2,497.64	19,302.36	11	12,101.33
Supplies and Expense	22,750.00	652.52	2,470.43	20,279.57	11	17,091.23
PROGRAM 54315 - CST - INTENSIVE CASE MANAGEMENT Totals	\$415,711.00	\$26,142.63	\$95,315.85	\$320,395.15	23%	\$340,688.23
PROGRAM 54317 - DOT/RAM PROJECT						
Contractual Services	.00	.00	.00	.00	+++	611.09
Cost Reallocations	.00	.00	.00	.00	+++	301.09
PROGRAM 54317 - DOT/RAM PROJECT Totals	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$912.18
PROGRAM 54318 - COMPREHENSIVE COMM SERV						
Personal Services	576,599.00	24,101.46	73,752.16	502,846.84	13	246,247.11
Contractual Services	452,050.00	69,848.67	197,591.76	254,458.24	44	629,609.49
Supplies and Expense	37,900.00	3,106.29	6,562.42	31,337.58	17	30,637.16
Cost Reallocations	.00	(390.68)	(1,340.44)	1,340.44	+++	(40,273.55)
PROGRAM 54318 - COMPREHENSIVE COMM SERV Totals	\$1,066,549.00	\$96,665.74	\$276,565.90	\$789,983.10	26%	\$866,220.21
PROGRAM 54320 - AODA OUTPATIENT						
Personal Services	170,300.00	10,123.99	39,941.91	130,358.09	23	125,656.09





# Income Statement

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Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Contractual Services	150.00	.00	.00	150.00	0	.00
Supplies and Expense	2,175.00	351.08	517.46	1,657.54	24	2,341.84
<b>PROGRAM 54320 - AODA OUTPATIENT Totals</b>	<b>\$172,625.00</b>	<b>\$10,475.07</b>	<b>\$40,459.37</b>	<b>\$132,165.63</b>	<b>23%</b>	<b>\$127,997.93</b>
<b>PROGRAM 54321 - CRISIS PROGRAM</b>						
Personal Services	389,591.00	27,774.53	110,991.81	278,599.19	28	308,405.83
Contractual Services	1,400.00	616.63	1,783.58	(383.58)	127	2,209.50
Supplies and Expense	13,550.00	1,569.59	4,683.57	8,866.43	35	16,424.09
<b>PROGRAM 54321 - CRISIS PROGRAM Totals</b>	<b>\$404,541.00</b>	<b>\$29,960.75</b>	<b>\$117,458.96</b>	<b>\$287,082.04</b>	<b>29%</b>	<b>\$327,039.42</b>
<b>PROGRAM 54322 - WCI TRANSPORTATION</b>						
Contractual Services	.00	.00	.00	.00	+++	3.97
<b>PROGRAM 54322 - WCI TRANSPORTATION Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$3.97</b>
<b>PROGRAM 54324 - CHILDREN'S COP (FAMILY SUPPORT)</b>						
Supplies and Expense	186,744.00	8,473.46	21,805.44	164,938.56	12	179,271.20
<b>PROGRAM 54324 - CHILDREN'S COP (FAMILY SUPPORT) Totals</b>	<b>\$186,744.00</b>	<b>\$8,473.46</b>	<b>\$21,805.44</b>	<b>\$164,938.56</b>	<b>12%</b>	<b>\$179,271.20</b>
<b>PROGRAM 54410 - INCOME MAINTENANCE</b>						
Personal Services	1,236,734.00	86,670.51	362,156.85	874,577.15	29	1,162,133.97
Contractual Services	17,250.00	1,056.01	2,533.44	14,716.56	15	20,034.80
Supplies and Expense	7,850.00	440.96	3,342.49	4,507.51	43	7,978.84
Cost Reallocations	185,317.00	14,065.00	60,888.68	124,428.32	33	188,022.37
<b>PROGRAM 54410 - INCOME MAINTENANCE Totals</b>	<b>\$1,447,151.00</b>	<b>\$102,232.48</b>	<b>\$428,921.46</b>	<b>\$1,018,229.54</b>	<b>30%</b>	<b>\$1,378,169.98</b>
<b>PROGRAM 54413 - ENERGY ASSISTANCE PROGRAM</b>						
Contractual Services	180,258.00	12,116.65	28,376.55	151,881.45	16	149,058.71
Cost Reallocations	.00	.00	48.10	(48.10)	+++	1,318.87
<b>PROGRAM 54413 - ENERGY ASSISTANCE PROGRAM Totals</b>	<b>\$180,258.00</b>	<b>\$12,116.65</b>	<b>\$28,424.65</b>	<b>\$151,833.35</b>	<b>16%</b>	<b>\$150,377.58</b>
<b>PROGRAM 54414 - CHILD CARE ELIGIBILITY</b>						
Contractual Services	1,100.00	.00	.00	1,100.00	0	400.00
Supplies and Expense	7,621.00	12.75	233.76	7,387.24	3	677.56
Cost Reallocations	57,195.00	4,689.90	18,612.39	38,582.61	33	59,745.40
<b>PROGRAM 54414 - CHILD CARE ELIGIBILITY Totals</b>	<b>\$65,916.00</b>	<b>\$4,702.65</b>	<b>\$18,846.15</b>	<b>\$47,069.85</b>	<b>29%</b>	<b>\$60,822.96</b>
<b>PROGRAM 54422 - AGENCY COLLECTION TAKE BACKS</b>						
Contractual Services	.00	.00	200.00	(200.00)	+++	2,587.00
<b>PROGRAM 54422 - AGENCY COLLECTION TAKE BACKS Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$200.00</b>	<b>(\$200.00)</b>	<b>+++</b>	<b>\$2,587.00</b>



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Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
<b>PROGRAM 54423 - CHILD CARE CERTIFICATION</b>						
Contractual Services	1,313.00	375.00	375.00	938.00	29	1,910.00
PROGRAM 54423 - CHILD CARE CERTIFICATION Totals	<u>\$1,313.00</u>	<u>\$375.00</u>	<u>\$375.00</u>	<u>\$938.00</u>	29%	<u>\$1,910.00</u>
<b>PROGRAM 54500 - HUMAN SERVICES ADMINISTRATION</b>						
Personal Services	482,463.00	36,965.56	143,310.52	339,152.48	30	465,025.13
Supplies and Expense	24,600.00	(2,706.49)	7,443.23	17,156.77	30	21,215.58
Capital Outlay	.00	.00	.00	.00	+++	53,531.70
PROGRAM 54500 - HUMAN SERVICES ADMINISTRATION Totals	<u>\$507,063.00</u>	<u>\$34,259.07</u>	<u>\$150,753.75</u>	<u>\$356,309.25</u>	30%	<u>\$539,772.41</u>
<b>PROGRAM 54502 - FAMILY CARE BUYOUT</b>						
Contractual Services	435,459.00	.00	108,864.75	326,594.25	25	435,459.00
PROGRAM 54502 - FAMILY CARE BUYOUT Totals	<u>\$435,459.00</u>	<u>\$0.00</u>	<u>\$108,864.75</u>	<u>\$326,594.25</u>	25%	<u>\$435,459.00</u>
<b>PROGRAM 54504 - YOUTH AIDS PROGRAM</b>						
Personal Services	447,079.00	35,026.71	138,403.57	308,675.43	31	435,439.02
Contractual Services	162,126.00	49,073.06	143,170.75	18,955.25	88	422,970.76
Supplies and Expense	74,200.00	1,765.63	6,725.55	67,474.45	9	144,153.20
PROGRAM 54504 - YOUTH AIDS PROGRAM Totals	<u>\$683,405.00</u>	<u>\$85,865.40</u>	<u>\$288,299.87</u>	<u>\$395,105.13</u>	42%	<u>\$1,002,562.98</u>
<b>PROGRAM 54505 - FAMILY COURT SERVICES</b>						
Personal Services	128,927.00	8,110.72	30,132.17	98,794.83	23	111,617.01
Contractual Services	7,500.00	400.00	1,520.00	5,980.00	20	6,740.00
Supplies and Expense	950.00	3.80	107.68	842.32	11	1,059.75
Cost Reallocations	.00	.00	(1,000.00)	1,000.00	+++	(1,000.00)
PROGRAM 54505 - FAMILY COURT SERVICES Totals	<u>\$137,377.00</u>	<u>\$8,514.52</u>	<u>\$30,759.85</u>	<u>\$106,617.15</u>	22%	<u>\$118,416.76</u>
<b>PROGRAM 54508 - TRAUMA INFORMED CARE COORDINATOR</b>						
Contractual Services	.00	.00	.00	.00	+++	11,420.00
Supplies and Expense	.00	.00	.00	.00	+++	6,949.96
PROGRAM 54508 - TRAUMA INFORMED CARE COORDINATOR Totals	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	+++	<u>\$18,369.96</u>
<b>PROGRAM 54512 - SAFE &amp; STABLE FAMILIES</b>						
Contractual Services	40,764.00	.00	.00	40,764.00	0	42,826.54
Cost Reallocations	2,063.00	.00	.00	2,063.00	0	.00
PROGRAM 54512 - SAFE & STABLE FAMILIES Totals	<u>\$42,827.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$42,827.00</u>	0%	<u>\$42,826.54</u>
<b>PROGRAM 54517 - KINSHIP CARE</b>						
Contractual Services	56,282.00	9,413.68	33,839.82	22,442.18	60	83,356.69



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Classification	Annual Budget Amount	MTD Actual Amount	YTD Actual Amount	Budget Less YTD Actual	% of Budget	Prior Year Total Actual
Supplies and Expense	5,000.00	400.00	2,200.00	2,800.00	44	3,600.00
PROGRAM 54517 - KINSHIP CARE Totals	<u>\$61,282.00</u>	<u>\$9,813.68</u>	<u>\$36,039.82</u>	<u>\$25,242.18</u>	59%	<u>\$86,956.69</u>
PROGRAM 54518 - CST GRANT AND EXPANSION						
Personal Services	75,906.00	.00	.00	75,906.00	0	62,416.04
Contractual Services	218,310.00	17,443.30	57,572.57	160,737.43	26	199,000.04
Supplies and Expense	5,550.00	.00	.00	5,550.00	0	9,035.35
Cost Reallocations	12,337.00	988.00	3,952.00	8,385.00	32	11,859.00
PROGRAM 54518 - CST GRANT AND EXPANSION Totals	<u>\$312,103.00</u>	<u>\$18,431.30</u>	<u>\$61,524.57</u>	<u>\$250,578.43</u>	20%	<u>\$282,310.43</u>
PROGRAM 54522 - COURT SERVICES UNIT						
Personal Services	906,500.00	60,129.78	230,058.89	676,441.11	25	726,536.68
Contractual Services	400,651.00	24,698.71	71,150.31	329,500.69	18	394,454.81
Supplies and Expense	108,810.00	19,801.93	90,281.48	18,528.52	83	164,879.51
Cost Reallocations	(20,965.00)	(400.00)	(1,200.00)	(19,765.00)	6	(28,224.00)
PROGRAM 54522 - COURT SERVICES UNIT Totals	<u>\$1,394,996.00</u>	<u>\$104,230.42</u>	<u>\$390,290.68</u>	<u>\$1,004,705.32</u>	28%	<u>\$1,257,647.00</u>
PROGRAM 54523 - ADULT PROTECTIVE SERVICES						
Personal Services	230,355.00	16,315.21	59,580.11	170,774.89	26	222,323.99
Contractual Services	3,500.00	500.00	1,055.44	2,444.56	30	5,597.20
Supplies and Expense	5,850.00	257.45	1,510.55	4,339.45	26	7,003.14
Cost Reallocations	(26,816.00)	.00	.00	(26,816.00)	0	(12,738.24)
PROGRAM 54523 - ADULT PROTECTIVE SERVICES Totals	<u>\$212,889.00</u>	<u>\$17,072.66</u>	<u>\$62,146.10</u>	<u>\$150,742.90</u>	29%	<u>\$222,186.09</u>
PROGRAM 54524 - AGENCY SUPPORT & OVERHEAD						
Personal Services	370,712.00	29,562.98	117,278.42	253,433.58	32	337,483.43
Contractual Services	29,300.00	1,776.69	7,978.84	21,321.16	27	26,865.60
Supplies and Expense	16,050.00	3,274.30	8,234.35	7,815.65	51	17,546.31
Cost Reallocations	(86,406.00)	(4,967.53)	(29,445.83)	(56,960.17)	34	(44,592.89)
PROGRAM 54524 - AGENCY SUPPORT & OVERHEAD Totals	<u>\$329,656.00</u>	<u>\$29,646.44</u>	<u>\$104,045.78</u>	<u>\$225,610.22</u>	32%	<u>\$337,302.45</u>
PROGRAM 54529 - CHILDREN'S WAIVER						
Contractual Services	.00	460.08	1,866.47	(1,866.47)	+++	2,191.00
Supplies and Expense	.00	1,512.97	7,444.47	(7,444.47)	+++	33,767.82
PROGRAM 54529 - CHILDREN'S WAIVER Totals	<u>\$0.00</u>	<u>\$1,973.05</u>	<u>\$9,310.94</u>	<u>(\$9,310.94)</u>	+++	<u>\$35,958.82</u>
PROGRAM 54541 - HUMAN SER COMPUTERIZATION						
Contractual Services	30,000.00	1,168.19	19,077.21	10,922.79	64	37,449.31



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Supplies and Expense	.00	.00	.00	.00	+++	7,677.90
PROGRAM 54541 - HUMAN SER COMPUTERIZATION Totals	\$30,000.00	\$1,168.19	\$19,077.21	\$10,922.79	64%	\$45,127.21
PROGRAM 54662 - ALZHEIMER'S SUPPORT PROG						
Supplies and Expense	24,889.00	959.50	2,166.81	22,722.19	9	10,053.04
Cost Reallocations	1,509.00	.00	.00	1,509.00	0	.00
PROGRAM 54662 - ALZHEIMER'S SUPPORT PROG Totals	\$26,398.00	\$959.50	\$2,166.81	\$24,231.19	8%	\$10,053.04
PROGRAM 59320 - INDIRECT COST ALLOCATION						
Cost Reallocations	(507,064.00)	(42,255.34)	(169,021.36)	(338,042.64)	33	(589,042.74)
PROGRAM 59320 - INDIRECT COST ALLOCATION Totals	(\$507,064.00)	(\$42,255.34)	(\$169,021.36)	(\$338,042.64)	33%	(\$589,042.74)
DEPARTMENT 32 - HUMAN SERVICES Totals	\$10,646,659.00	\$802,221.81	\$2,924,784.58	\$7,721,874.42	27%	\$10,476,181.58
DEPARTMENT 35 - ELDERLY SERVICES						
PROGRAM 54511 - AGING/DISABILITY RES CTR						
Personal Services	385,362.00	27,368.49	103,413.45	281,948.55	27	306,073.52
Contractual Services	1,200.00	102.59	308.17	891.83	26	1,845.90
Supplies and Expense	62,203.00	2,724.71	5,044.53	57,158.47	8	49,935.90
Cost Reallocations	159,404.00	10,416.49	44,258.11	115,145.89	28	185,204.24
PROGRAM 54511 - AGING/DISABILITY RES CTR Totals	\$608,169.00	\$40,612.28	\$153,024.26	\$455,144.74	25%	\$543,059.56
PROGRAM 54602 - VOLUNTEER SERVICES						
Personal Services	28,098.00	2,323.68	5,957.08	22,140.92	21	8,459.86
Contractual Services	.00	34.55	34.55	(34.55)	+++	.00
Supplies and Expense	4,575.00	150.00	150.00	4,425.00	3	3,131.95
Cost Reallocations	.00	.00	.00	.00	+++	(2,835.15)
PROGRAM 54602 - VOLUNTEER SERVICES Totals	\$32,673.00	\$2,508.23	\$6,141.63	\$26,531.37	19%	\$8,756.66
PROGRAM 54603 - ELDERLY SUPPORT SERVICE						
Personal Services	970.00	193.77	322.95	647.05	33	968.85
Contractual Services	3,620.00	25.79	88.61	3,531.39	2	4,895.05
Supplies and Expense	720.00	58.00	193.26	526.74	27	854.84
PROGRAM 54603 - ELDERLY SUPPORT SERVICE Totals	\$5,310.00	\$277.56	\$604.82	\$4,705.18	11%	\$6,718.74
PROGRAM 54604 - 85.21 TRANSPORTATION PRO						
Personal Services	82,492.00	6,321.12	24,945.46	57,546.54	30	79,320.23
Contractual Services	2,388.00	11,597.66	26,416.71	(24,028.71)	1,106	9,901.40
Supplies and Expense	208,114.00	9,757.95	28,413.89	179,700.11	14	173,490.46



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Cost Reallocations	14,594.00	1,069.07	4,702.68	9,891.32	32	6,068.65
PROGRAM 54604 - 85.21 TRANSPORTATION PRO Totals	\$307,588.00	\$28,745.80	\$84,478.74	\$223,109.26	27%	\$268,780.74
PROGRAM 54606 - SUPPORTIVE SERVICES						
Personal Services	74,094.00	5,644.65	22,300.78	51,793.22	30	72,514.86
Supplies and Expense	9,127.00	718.75	2,447.43	6,679.57	27	7,454.64
Cost Reallocations	12,442.00	2,357.24	11,279.79	1,162.21	91	33,435.90
PROGRAM 54606 - SUPPORTIVE SERVICES Totals	\$95,663.00	\$8,720.64	\$36,028.00	\$59,635.00	38%	\$113,405.40
PROGRAM 54607 - CONGREGATE NUTRITION C-1						
Personal Services	48,063.00	3,437.91	13,420.93	34,642.07	28	47,528.50
Contractual Services	22,300.00	1,789.83	6,845.89	15,454.11	31	21,505.17
Supplies and Expense	162,577.00	10,166.17	32,148.76	130,428.24	20	141,298.86
Fixed Charges	17,500.00	1,355.30	5,421.20	12,078.80	31	17,570.60
Cost Reallocations	.00	.00	.00	.00	+++	1,464.56
PROGRAM 54607 - CONGREGATE NUTRITION C-1 Totals	\$250,440.00	\$16,749.21	\$57,836.78	\$192,603.22	23%	\$229,367.69
PROGRAM 54609 - HOME DELIVERED MEALS C-2						
Personal Services	67,486.00	4,804.15	18,734.19	48,751.81	28	66,869.77
Supplies and Expense	416,627.00	24,769.69	81,175.46	335,451.54	19	337,007.94
Cost Reallocations	.00	.00	.00	.00	+++	609.85
PROGRAM 54609 - HOME DELIVERED MEALS C-2 Totals	\$484,113.00	\$29,573.84	\$99,909.65	\$384,203.35	21%	\$404,487.56
PROGRAM 54610 - BENEFIT SPECIALIST						
Personal Services	65,924.00	4,997.96	19,750.27	46,173.73	30	63,669.16
Contractual Services	.00	25.97	76.87	(76.87)	+++	313.34
Supplies and Expense	1,935.00	165.30	274.92	1,660.08	14	2,246.80
Cost Reallocations	(30,296.00)	758.69	3,327.68	(33,623.68)	(11)	(29,173.30)
PROGRAM 54610 - BENEFIT SPECIALIST Totals	\$37,563.00	\$5,947.92	\$23,429.74	\$14,133.26	62%	\$37,056.00
PROGRAM 54611 - PREVENTIVE HEALTH IIID						
Supplies and Expense	4,373.00	.00	275.00	4,098.00	6	1,351.42
PROGRAM 54611 - PREVENTIVE HEALTH IIID Totals	\$4,373.00	\$0.00	\$275.00	\$4,098.00	6%	\$1,351.42
PROGRAM 54612 - SPECIAL AWARDS						
Supplies and Expense	24,379.00	55.06	159.46	24,219.54	1	24,380.69
PROGRAM 54612 - SPECTAL AWARDS Totals	\$24,379.00	\$55.06	\$159.46	\$24,219.54	1%	\$24,380.69
PROGRAM 54615 - FAM CAREGIVER SUPP PROG						



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Supplies and Expense	23,713.00	957.00	3,031.31	20,681.69	13	18,477.77
PROGRAM 54615 - FAM CAREGIVER SUPP PROG Totals	\$23,713.00	\$957.00	\$3,031.31	\$20,681.69	13%	\$18,477.77
PROGRAM 54616 - COMMUNITY CARE BILLING						
Contractual Services	117,500.00	7,816.93	17,910.67	99,589.33	15	94,262.98
PROGRAM 54616 - COMMUNITY CARE BILLING Totals	\$117,500.00	\$7,816.93	\$17,910.67	\$99,589.33	15%	\$94,262.98
DEPARTMENT 35 - ELDERLY SERVICES Totals	\$1,991,484.00	\$141,964.47	\$482,830.06	\$1,508,653.94	24%	\$1,750,105.21
EXPENSE TOTALS	\$13,955,150.00	\$1,046,760.85	\$3,788,249.13	\$10,166,900.87	27%	\$13,526,449.45
FUND 22 - Health and Human Services Totals						
REVENUE TOTALS	13,955,150.00	221,334.57	2,524,088.36	11,431,061.64	18%	13,077,808.66
EXPENSE TOTALS	13,955,150.00	1,046,760.85	3,788,249.13	10,166,900.87	27%	13,526,449.45
FUND 22 - Health and Human Services Net Gain (Loss)	\$0.00	(\$825,426.28)	(\$1,264,160.77)	\$1,264,160.77	+++	(\$448,640.79)
Fund Type Special Revenue Funds Totals						
REVENUE TOTALS	14,246,954.00	221,334.57	2,524,088.36	11,722,865.64	18%	13,359,370.14
EXPENSE TOTALS	14,246,954.00	1,046,760.85	3,788,249.13	10,458,704.87	27%	13,808,010.93
Fund Type Special Revenue Funds Net Gain (Loss)	\$0.00	(\$825,426.28)	(\$1,264,160.77)	(\$1,264,160.77)	+++	(\$448,640.79)
Fund Category Governmental Funds Totals						
REVENUE TOTALS	14,246,954.00	221,334.57	2,524,088.36	11,722,865.64	18%	13,359,370.14
EXPENSE TOTALS	14,246,954.00	1,046,760.85	3,788,249.13	10,458,704.87	27%	13,808,010.93
Fund Category Governmental Funds Net Gain (Loss)	\$0.00	(\$825,426.28)	(\$1,264,160.77)	(\$1,264,160.77)	+++	(\$448,640.79)
Grand Totals						
REVENUE TOTALS	14,246,954.00	221,334.57	2,524,088.36	11,722,865.64	18%	13,359,370.14
EXPENSE TOTALS	14,246,954.00	1,046,760.85	3,788,249.13	10,458,704.87	27%	13,808,010.93
Grand Total Net Gain (Loss)	\$0.00	(\$825,426.28)	(\$1,264,160.77)	(\$1,264,160.77)	+++	(\$448,640.79)

Patricia Moe  
300 McKinley St. # E  
Toluca, 107. 34945  
715-445-2596

May 10, 2019

Chicago,

I regretfully resign from my position as Lead Economic Support Specialist and as an employee from Waupaca Co. effective May 24, 2019. My resignation is warranted due to medical reasons only.

Waupaca Co. has been a part of my life for over 36 years. It has been a great place to work.

I have enjoyed working under your supervision. If I can help at all with this transition, I am only a phone call away.

Sincerely,  
Patricia A. Moe

**From:** Elizabeth Wells

**Sent:** Wednesday, May 29, 2019 11:13 AM

**To:** Melissa Anderson <[Melissa.Anderson@co.waupaca.wi.us](mailto:Melissa.Anderson@co.waupaca.wi.us)>

**Subject:** notice

I am giving my 2 week notice, my final day being June 12, 2019,. This job is very different than how it was represented in my interviews & is proving to be frustrating. I believe that Waupaca County has systems in place in its Nutrition program that have caused my failure as a manager & jeopardize the programs sustainability. I hope that your efforts to overhaul this system prove to be successful.



**WAUPACA COUNTY  
DEPARTMENT OF HEALTH AND HUMAN SERVICES  
EMPLOYEE UPDATE**

**May 1, 2019, through May 31, 2019**

**AGING & DISABILITY RESOURCE UNIT**

Peggy Strey, Benefit Specialist, retired effective May 3, 2019.

Brogan Bartel hired as Manawa Nutrition Site Project Manager effective May 20, 2019.

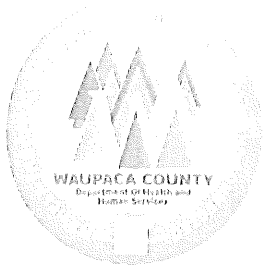
**CHILDREN & FAMILY SERVICES**

Autumn Alekna hired as Ongoing Child Protective Services Worker effective May 28, 2019.

**ECONOMIC SUPPORT SERVICES**

Pat Moe retired as Lead Economic Support Specialist effective May 24, 2019.

2019 DHHS Staffing Changes				
Unit	Position	Name	Notes	Effective Date
ADRU	New London Nutrition Site Manager	Elizabeth Wells	New Hire	2/11/2019
ADRU	Volunteer Coordinator Part-time	Denise Roman	New Hire	2/25/2019
ADRU	ADRU I&A Specialist	Shirley Orr	New Hire	2/25/2019
ADRU	Aging Programs Specialist/Manawa	Jeff Green Resigned	Re-Advertising	3/8/2019
ADRU	Benefit Specialist	Peggy Strey	Retired	5/3/2019
ADRU	Manawa Nutrition Site Project Mgr	Brogan Bartel	New Hire	5/20/2019
ADRU	Benefit Specialist	Taylor Strane	New Hire	6/3/2019
ADRU	New London Nutrition Site Manager	Elizabeth Wells Resigned	Evaluating	6/12/2019
Behavioral Health	CCS/CSP Supervisor	Jan McDonough	Promotion	1/1/2019
Behavioral Health	CCS Facilitator	Greg Steffes	New Hire	3/18/2019
Behavioral Health	CCS Facilitator	Alaina Vallafsky	New Hire	3/18/2019
Behavioral Health	Secretary	Virginia Brammer Resigned	Interviews	4/24/2019
Behavioral Health	Crisis Case Manager	Melissa Winterfeldt Probation	Advertising	5/8/2019
Behavioral Health	Community Support Specialist	Linda Steffes	New Hire	6/11/2019
Behavioral Health	Community Support Specialist	David Meyer	New Hire	6/11/2019
Business Office	Program Assistant	Beth Hintz Retired	Advertising	7/5/2019
Children & Families	Parent Aid LTE	Whitney Hays	Intern Hired as LTE	1/7/2019
Children & Families	CPS Ongoing Social Worker	Brittany Shellenberger	New Hire (Re-Hire)	1/21/2019
Children & Families	CPS Ongoing Social Worker	Autumn Alekna	New Hire	5/28/2019
Children & Families	CPS Ongoing Social Worker	Amie Good	Promotion	6/3/2019?
Economic Support	ES Specialist Part-time	Carrie Sawar	Resigned	1/31/2019
Economic Support	ES Specialist	Jane Voelker	Retired	3/1/2019
Economic Support	ES Specialist	Shannon Eggers	New Hire	4/15/2019
Economic Support	ES Lead Worker	Pat Moe Resigned/Retired	Advertising	5/24/2019
Economic Support	ES Specialist Part-time	Jennifer Cruz	New Hire	6/4/2019
Family & Community Svc	CST Case Manager Full-time	Bridgett Barkalow	New Hire	4/1/2019
Family & Community Svc	CST Case Manager Part-time		Re-advertising	
Public Health	Environmental Health Specialist	Cassie Schmitz	Resigned	1/3/2019
Public Health	Public Health Nurse Manager	Sarah Wolf Resigned	Re-Advertising	2/1/2019
Public Health	Environmental Health Specialist	Ryan Mathew	New Hire	3/11/2019
Public Health	Environmental Health Specialist	Greg Petz	New Hire - Part-time	3/25/2019



*Waupaca County*  
*Department of Health and Human Services*

*Chuck Price, Director*

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30 May 2019

To Whom It May Concern:

I respectfully request board approval to attend an out of state training (Stillbirth Summit) in Bloomington, Minnesota from June 19<sup>th</sup>-June 21<sup>st</sup>. Of particular interest to me are the sessions regarding post-traumatic stress disorder following a child loss, improving maternal mental health outcomes, the impact of child loss on grandparents and siblings, understanding the stigma with child loss and marginalization of grief. I have been awarded a scholarship to attend this summit. The only "cost" associated with the summit would be my time. Thank you greatly for your consideration.

Respectfully,

A handwritten signature in black ink, appearing to read "Angie Reynolds". The signature is fluid and cursive.

Angie Reynolds, CSW-III  
Foster Care Coordinator  
Kinship Care Coordinator  
715.258.6410 (office phone)  
715.281.5473 (cellular phone)  
715.258.6409 (fax)  
[angela.reynolds@co.waupaca.wi.us](mailto:angela.reynolds@co.waupaca.wi.us)



**2019 MENTAL HEALTH CONTRACT EXPENSES**

<b>SERVICE</b>	<b>BUDGETED</b>	<b>MARCH</b>	<b>APRIL</b>	<b>YTD EXPENSE</b>	<b>2019 REMAINING BALANCE</b>	<b>% OF BUDGET USED</b>
WINNEBAGO/MENDOTA	50,000	76,509	36,871	117,584	(67,584)	235%
Expenses		85,850	107,133	278,353		
Reimbursements		(9,341)	(70,262)	(160,769)		
ACUTE HOSPITALS	119,500	2,343	19,521	16,494	103,006	14%
COMMUNITY CBRF	237,000	34,380	21,302	76,976	160,024	32%
MEDICATIONS	1,500	(326)	89	(237)	1,737	-16%
<b>TOTAL</b>	<b>\$ 408,000</b>	<b>\$ 189,415</b>	<b>\$ 114,655</b>	<b>\$ 210,816</b>	<b>\$ 197,184</b>	<b>52%</b>

\* Please note Winnebago/Mendota Expenses & Reimbursements are based on State reports (not the current activity on the County's ledger)



*Human Services*

206 East Badger Street  
Waupaca, WI 54981

Office: 715-258-7688  
Email: [trinity@tlcwaupaca.org](mailto:trinity@tlcwaupaca.org)

April 29, 2019

Waupaca Area Service Organizations  
RE: Trinity Lutheran Church's Spring Rummage Sale

To Whom It May Concern:

A spring rummage sale will be held May 16-17, 2019, at Trinity Lutheran Church. From 8 a.m. to noon Friday, May 17, we will give needy families, individuals, and clients, an opportunity to come to this sale and obtain wardrobe and household items free of charge to anyone you deem in need of this benefit.

Please make copies of this letter to distribute to your referrals. Eligible individuals must present this letter that will be honored only from 8 a.m. to noon Friday, May 17, 2019.

If you have questions, please contact Carole Weinmann at 715-258-9216.

Sincerely,

**Carole Weinmann**  
Trinity Lutheran Church  
Rummage Sale Coordinator  
206 E. Badger St.  
Waupaca, WI 54981

"Trinity Lutheran Church exists to...  
CALL people to Jesus;  
EQUIP people with a faith that functions in daily life;  
SEND people into the world in Jesus' name."