

AGENDA
WOOD COUNTY BOARD OF SUPERVISORS

DATE: Tuesday, October 15, 2024
TIME: 9:30 AM
LOCATION: County Board Room/Branch 3 Courtroom

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Voight

READING OF THE MINUTES OF THE PREVIOUS MEETING

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS & RECOGNITIONS
Recognition of Long-Term Employees

READING OF MINUTES OF COMMITTEE MEETINGS, RESOLUTIONS. RESOLUTIONS INTRODUCED BY COMMITTEES SHALL BE PRESENTED IMMEDIATELY FOLLOWING THE READING OF THAT COMMITTEE'S MINUTES.

PRESENTATION OF LETTERS, PETITIONS, REMONSTRANCES, COMMUNICATIONS AND OTHER DOCUMENTS.

SPECIAL ORDER OF BUSINESS
ADRC-CW Update – Mike Rhea

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, November 12, 2024

ADJOURN

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2483 135 9978

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m29e5aa83d6b8ada884a86b5a6684a7cc>

Meeting number (access code): 2483 135 9978
Meeting password: 101524

PROCEEDINGS OF THE WOOD COUNTY BOARD OF SUPERVISORS

September 17, 2024 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened in the Wood County Boardroom at the Courthouse in Wisconsin Rapids, Wisconsin on Tuesday, September 17, 2024.

Chairman Pliml called the meeting to order at 9:30 a.m.

Supervisors present: Brehm, Breu, Buttke, Clendenning, Hahn, Hamilton, Hokamp, Hovendick, Leichtnam, Penzkover, Perlock, Polach, Pliml, Rozar, Schulz, Thao, Valenstein, Voight, and Zurfluh.

Supervisor Hokamp gave the invocation led the Pledge of Allegiance.

Motion by Hamilton/Valenstein to approve the minutes of the previous meeting. Motion carried by voice vote.

Motion by Leichtnam/Hamilton to approve the following appointment: Veterans Service Commission – 3-year term – Bev Ghiloni. Motion carried by voice vote.

There was no public comment.

Referrals were noted.

Committee minutes presented: Operations, ARPA Adhoc.

RESOLUTION 24-9-1

Introduced by: Operations Committee

INTENT & SYNOPSIS: To implement the General County and Care Facilities Wage Plans that have been revised as a result of a Market Review to ensure fair and competitive wages for Wood County employees not covered by union contracts, and excluding elected officials and employees compensated outside of the wage plans.

FISCAL NOTE: None in 2024. If adopted, based upon standard projections, the cost of implementation is approximately \$1,888,000 in wages in 2025 (a 5.7% increase).

Motion by Zurfluh/Rozar to adopt Resolution 24-9-1. Motion carried unanimously.

RESOLUTION 24-9-2

Introduced by: ARPA Adhoc Committee

INTENT & SYNOPSIS: To approve the use of American Rescue Plan Act (ARPA) funds for the construction of Highway Marshfield Fuel System and Parks and Forestry Playground Replacement.

FISCAL NOTE: \$450,000

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>DEBIT</u>	<u>CREDIT</u>
43300	ARPA Funds	\$450,000	
57521	Capital Projects-Parks		\$ 50,000
57310	Capital Projects-Highway		\$ 400,000

Motion by Breu/Voight to adopt Resolution 24-9-2. Motion carried unanimously.

RESOLUTION 24-9-3

Introduced by: ARPA Adhoc Committee

INTENT & SYNOPSIS: To amend the 2024 budgets of the functions listed below for projects that were approved with American Rescue Plan Act (ARPA) funding.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent American Rescue Plan Act (ARPA). The adjustment to the budget totals \$3,256,679 as listed below:

<u>ACCOUNT</u>	<u>ACCOUNT NAME</u>	<u>DEBIT</u>	<u>CREDIT</u>
43300	ARPA Funds	\$3,256,679	
57521	Capital Projects-Parks		\$2,394,754
54121	Public Health		\$ 500,000
56121	L&W - Administration		\$ 119,500
56320	P&Z – Land Record		\$ 242,425

Motion by Zurfluh/Schulz to adopt Resolution 24-9-3. Motion carried unanimously.

Committee minutes presented: Health & Human Services, Public Safety, Conservation, Education, & Economic Development, Golden Sands Resource Conservation & Development Council, North Central Wisconsin Tourism Partnership Tourism Committee, Judicial & Legislative, Highway Infrastructure & Recreation, Property & Information Technology, Central Wisconsin State Fair Board of Directors, Junior Fair Board, South Central Library System Board of Trustees, Jail Construction Adhoc.

Without objection, Chairman Pliml adjourned the meeting at 9:54 AM. Next scheduled county board meeting is October 15, 2024.

Trent Miner
County Clerk

REFERRALS FOR OCTOBER 15, 2024 – COUNTY BOARD

- Letter from various Village of Biron residents requesting a speed limit reduction on CTH U before reconstruction is completed. Referred to Highway Commissioner Hawk & HIRC Chair Hahn.

**MINUTES
OPERATIONS COMMITTEE**

DATE: Wednesday, September 25, 2024

TIME: 9:00 AM

PLACE: Courthouse – Rm 114

MEMBERS PRESENT: Laura Valenstein, Donna Rozar, Jake Hahn, Lance Pliml, Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; see attached sign-in sheet

1. Chair Valenstein called the meeting to order at 8:00 AM.
2. There was no public comment.
3. Corp Counsel Kastenholz presented the Corporation Counsel budget and discussed the increase in levy, due to succession planning for his position.
4. Health Director Smith and Health Dept. Manager Alft presented the Health Dept. budget and reviewed the increase to do wage adjustments and the hiring of a bilingual community health worker.
5. Highway Accounting Supervisor Peckham presented the Highway Dept. budget and the increases needed in levied CIP, snow removal funding, and the 50/50 bridge aid account.
6. Sheriff Becker and Chief Deputy Ellis presented the Sheriff's Dept. budget and highlighted the increases in rent in the new jail, and how the timing of occupancy will determine the ultimate final budget numbers
7. IT Director Kaup presented the IT budget and explained the increase needed for a new cybersecurity position within the county.
8. The committee reviewed the following budgets: Wood County Libraries, UWSP at Marshfield, Marshfield Fairgrounds, Ho-Chunk Nation donation, contingency account, and the payment in lieu of taxes.
9. Chair Valenstein declared the meeting adjourned at 10:41 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

**Operations Committee
September 25, 2024**

NAME	REPRESENTING
Bill Gledhill	WCB #15
Panya y.	FINANCE
Ed Newton	Finance
JOE PENZKOPF	WCB # 11
Kathy ALEX	Health
Steve Smith	"
JOHN PECKHAM	HIGHWAY
Peter Kastenholz	Corp. Counsel
QUENTIN ELLIS	SHERIFF'S
SHAWN BECKER	"
AMY KAMP	IT

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, October 1, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Laura Valenstein, Donna Rozar (WebEx), Lance Pliml, Jake Hahn, Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chair Valenstein called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Zurfluh/Hahn to approve the consent agenda. Motion carried unanimously.
4. Chairman Pliml indicated they are waiting for firmer numbers on the Courthouse HVAC and Wood County Annex & Health Center plumbing before finalizing the ARPA funding.
5. Health Director Smith reported on the Opioid Task force recommendations for funding using the settlement dollars. She briefly discussed the application process and also reported on those that were declined funding and explained why. Motion by Pliml/Rozar to approve the funding recommendations presented by the Opioid Settlement Task Force. Motion carried unanimously.
6. Wellness Coordinator Boeshaar provided a departmental update.
7. County Treasurer Gehrt presented two resolutions for the sale of tax deeded property. Motion by Zurfluh/Hahn to approve the resolutions and forward to the county board for their consideration. Motion carried unanimously.
8. Deputy Finance Director Yang provided a departmental update. Work continues on finalizing the 2025 budget.
9. The next regular meeting date will be held on Tuesday, November 5, 2024, at 9:00 AM.
10. Chair Valenstein adjourned the meeting at 9:19 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

Operations Committee
October 1, 2024

NAME	REPRESENTING
Bill Corderius	wcb #14
PANYA YANEY	Finance
Heather Gehrt	Treasurer
Joe Smith	Health
Kim McGrath	HR
DENNIS POLACH	wcb-14
Marissa Kornack (Web Ex)	Norwood
Ed Newton (Web Ex)	Finance
Amy Kemp (Web Ex)	IT
Nick Phugaur (Web Ex)	HR
Michelle Weiler (Web Ex)	Finance
Ryan Doeshoar (Web Ex)	Wellness
Brandon Kravink (Web Ex)	Human Services
Justin Cidewicz (Web Ex)	Edgewater Haven
Katie Miloch (Web Ex)	Human Services
Tony Bastien (Web Ex)	Dispatch



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – October 2024

- Ballots for the November election were proofed, printed, and distributed to the clerks well ahead of the statutory deadline. I put that caveat in there due to the fact that Robert F. Kennedy Jr. decided to file suit against the Elections Commission right as we went to print due to the fact that he wants off the ballot. State statutes are very clear. He cannot. The Dane County Circuit Court agreed, he appealed, and as of this writing, the subject is in the Supreme Court for a decision. EVEN THOUGH, multiple absentee ballots have had to be sent out in accordance with state and federal law. RFK is requesting that stickers be placed over his name, although not his vice-presidential running mate. What a complete DUMB idea. I could expound for many pages on how stupid that entire notion is, and not supported by state law, but will leave it at that. I did, however, at the request of the Assistant Attorney General, file a declaration nicely stating why it was a stupid idea.
- I attended the WCA Conference as it coincided with the County Clerks fall meeting. Our sessions were, of course, geared towards the November election and preparation thereof. We heard from media and security experts. In addition, the Wisconsin Elections Commission was there to give us updates on various and numerous lawsuits as well as resources that will be in place for the election.
- I have organized the blood drive for Friday, September 27th here at the courthouse. Unfortunately, my numbers keep waning in this endeavor, and that is too bad. This time, I will struggle to get 30 units collected. I used to be able to do over 40. Red Cross always schedules these for Fridays, and that may be an issue. Shout out to Supervisor Hahn for most always volunteering the corpuscles in his arm for donation. It is open to any county board supervisor, so if you are ever so inclined, please let me know.
- I have been in contact with the Facilities Manager as well as ES&S on our next upgrade to our elections systems, whereby we will have a dedicated, controlled access room within the County Clerk office area for internal programming and testing of elections. This is the logical next step and will help us be in more control of our elections, as well as the timing of distribution of ballots and media. There will be a cost associated with this upgrade and will be a part of next year's CIP discussions but will be able to be funded with funds already allocated to elections. The construction component may be able to be started this winter. It is pretty straight forward in its design so should be able to be done internally for not a pretty low cost. More information will be forwarded we move along.
- Along with City of Marshfield Clerk Jessica Schiferl, I did a community access TV show in Marshfield about the upcoming election. It is good to get information out there and the City of Marshfield provides a great venue within their Communications Dept.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

September 30, 2024

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – September 2024

Human Resources Activity

	September 2024	2024 Year-to-Date
Applications Received	88	1,387
Positions Filled	22	146
Promotions/Transfers	7	49
New Hire Orientations	16	99
Terminations, Voluntary	8*	92
Terminations, Involuntary	0	15
Retirements	2	9
Turnover Rate	1.28%	1.50%
Exit Interviews	3	36

*Two of these are casual

Human Resources Narrative

General Highlights

1. An Indeed recruitment campaign was sponsored for the month of August, with a very good return! We had just under 3,000 clicks on our positions and 41,792 impressions (this is the number of people who viewed a job search results page that included one of our jobs). Throughout the course of the recruitment campaign, we were able to fill the following positions:
 - a. Norwood
 - i. Mental Health Technician (4)
 - ii. Therapy Assistant
 - iii. Casual Receptionist
 - iv. Dietary Aide
 - b. Human Services
 - i. Social Worker
 - ii. Children’s Waiver Case manager
 - iii. Family Resource Coordinator
 - iv. CSP Manager
 - v. Administrative Assistant
 - c. Edgewater
 - i. Casual LPN

- ii. Recreation Therapy Aide
- iii. Registered Nurse

While all of these positions may not have been filled directly by the campaign, the higher visibility of our positions certainly drives applicants. Due to the increased level of engagement this campaign created, we are going to be doing another campaign through Indeed in October.

2. Began the Open Enrollment process for 2025 benefit elections including finalizing the Benefit Guide, the Open Enrollment presentation slides, and premium amounts. Again this year we are pleased to offer an electronic Benefit Election process through Employee Self Service (ESS). Open Enrollment meetings are scheduled to be held the week of October 7th with both in-person and virtual attendance options. All benefit eligible employees are encouraged to attend a meeting. Representatives from Rx n Go (new voluntary prescription program) and The Advantage Group (voluntary benefits) will be presenting valuable information to attendees/participants. Employees may earn Wellness points for their attendance by logging into the ManageWell portal and completing the required information. All benefit eligible employees must complete and return an enrollment form by November 8th.
3. Continued preparations for the 2024 Leadership Retreat to be held at Mid-State Technical College on Wednesday, November 20th. The leadership topics to be presented this year are Leader Identity, Team Building, and Communication. We have over 70 accepted invites from Wood County supervisors, managers, and Department Heads. We are looking forward to another successful retreat!

Meetings & Trainings

1. Attended the Operations Committee meetings on September 3rd.
2. Attended the Wisconsin Association of County Personnel Directors (WACPD) Fall Conference on September 5-6th in Pewaukee. Topics presented included EI's Role in Creating an Effective Work Culture, Benefits Update, FMLA/ADA/PWFA, Secure Act 2.0, and Impactful and Positive HR Practices for Government Professionals.
3. Attended the Stevens Point Area Human Resource Association (SPAHRA) Half-Day Conference at UW-Stevens Point on September 12th.
4. Held the monthly conference call with The Horton Group on September 24th to discuss various benefit topics.
5. Attended von Briesen's Public Sector Town Hall: Public Records webinar on September 25th.
6. Held individual staff and team meetings to discuss and provide updates on the department's identified 2024 goals.
7. Team members attended various webinars related to benefits, employment law, and compliance.

Benefits

1. Entered 2025 insurance premiums into Employee Self Service (ESS) in preparation of Open Enrollment. Conducted testing in the ESS Test environment. Further testing will occur in early October for ESS production.
2. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
3. Processed and prepared monthly COBRA remittance, EBC admin fees, and stop loss admin fees.
4. Reconciled monthly enrollments for health, dental, vision, life, and disability insurances.
5. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and benefit claims concerns.
6. Processed COBRA notifications for dependents on the health plan reaching age 26.

Recruitment

1. Updated the Status of Open Positions, Headcount Sheet (FTE Control), New Hire, and Termination spreadsheets daily.
2. Assisted multiple departments with interviews and selection process.
3. Reported new hires with the Wisconsin New Hire Reporting Center.
4. Posted multiple vacancies on Cyber Recruiter and other pertinent employment sites based on the Request for Hire submitted. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
5. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
6. Continuing to work with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
7. Scheduled multiple post-offer, pre-employment drug tests with multiple testing locations for applicants offered employment.

The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

Refilled Position	Department	Position	Status
New	Criminal Justice	Criminal Justice Intern	Internship filled 9/11/2024.
Replacement	Dispatch	Dispatcher	Vacancy filled utilizing eligibility list; position filled 10/7/2024.
Replacement	Dispatch	Lead Dispatcher	Notice made, interviews conducted, filled internally 9/29/2024.
Replacements	Edgewater	CNA, RN, LPN, and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/9/2024.
Replacement	Highway	Equipment Operator – End Loader	Position posted, interviews conducted, references/DL check completed, offer pending 9/23/2024.
Replacement	Human Services	CCS Service Facilitator (Mfld)	Position posted, interviews conducted, filled internally 8/18/2024.
Replacement	Human Services	Family Interaction Worker	Position posted, deadline 9/30/2024.
Replacement	Human Services	Case Mgr/SW-Ongoing	Position posted, deadline 9/30/2024.
Replacement	Human Services	SW – Permanency Support Coordinator	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 9/16/2024.
Replacement	Human Services	CCS Program Manager	Position posted, deadline 10/7/2024.
Replacement	Human Services	CCS Service Facilitator (2)	Position posted, deadline 10/7/2024.
Replacement	Human Services	Admin Asst II-OPC Scheduling/Reception	Position posted, interviews conducted, references/background completed, offer extended and accepted, filled 9/30/2024.
Replacement	Human Services	FSET Case Managers (2) Wisconsin Rapids & Adams	Positions posted, deadline 10/7/2024.
Replacement	Human Services	Casual Bus Drivers	Position posted, deadline 9/30/2024.
Replacement	Human Services	Case Manager-EMH/APS Coordinator	Position posted, deadline 10/7/2024.

Replacement	IT	IT Intern	Position posted, interviews conducted, final candidate selected, references and background completed, offer accepted, filled 8/26/2024.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 11/11/2024.
Replacement	Planning & Zoning	Program Assistant	Position posted, interviews conducted, references completed, offer extended and accepted, filled 9/30/2024.
Replacement	Sheriff	Part-Time Deputies	Position posted, deadline 10/31/2024.

Safety/Risk Management

1. Managed open claims with Aegis/Charles Taylor throughout the month.
2. Corresponded with various insurers regarding claims, including for the River Block power failures in March and September of 2023.
3. Attended Norwood’s Safety Committee meeting on 9/10/24.
4. Met with Emergency Management, Dispatch, and IT staff on various dates to discuss messaging in the Everbridge System.
5. Conducted walkthrough in new Jail regarding fall protection with Maintenance Manager and Samuels Group.
6. Attended WI PRIMA virtual meeting on 9/12/24. Focus was on physical and mental health in law enforcement.
7. Participated in Jail site visit with Wood Co. Emergency Management and Wisconsin Rapids Fire Department on 9/20/24.

OPEN Workers’ Compensation Claims (8)

1. 1/12/24 – Sheriff’s – Employee is experiencing lingering effects from conceded WC injury to L shoulder from 2003
2. 5/1/24 – Edgewater – Employee tripped forward, landing on both knees and hands
3. 6/4/24 – Highway – Employee bruised R knee after slipping while surveying culvert
4. 6/21/24 – EM – Employee injured R shoulder while moving rototiller at North Park Shop (late report)
5. 8/2/24 – Edgewater – Employee suffered upper back/arm/shoulder strain while lifting resident
6. 8/14/24 – Sheriff’s (Corrections) – Employee injured L ring finger falling while walking upstairs in the new jail
7. 8/16/24 – Edgewater Haven – Employee strained R upper back while assisting resident off commode
8. 8/22/24 – Highway – Employee struck in L eye by metal shaving while cutting signpost (PPE was in use)

Property/Vehicle Damage Claims (5)

1. 3/6/23 - River Block power loss - the claim has been accepted by Hartford Steam Boiler and will be paid under the County’s equipment breakdown coverage. As of current, a total of \$114,645.34 has been received from various property and liability insurance providers.
2. 9/25/23 - River Block power surge - we received some of the final invoices for replacing HVAC components damaged during the power surge, and have now exceeded the County’s deductible. A claim was submitted to Aegis/County Mutual for cost reimbursement. As of current, Wood County has paid \$47,166.16 in repair and replacement costs. This includes repairing control drives in the building’s HVAC units, elevator controls, lighting modules, and security panels and various pieces of equipment within the building, as well as replacing several hundred surge suppressors and three pieces of electronic equipment within departments. On 6/3/24, a proposal to replace

existing surge suppressors, troubleshoot the lighting system, and upgrade outside lighting for \$25,986.00 was authorized by the Facilities Manager. A claim was opened by County Mutual, and this has been submitted to the appropriate insurer.

3. 8/20/24 – Sheriff's – Squad 19 was struck by gunfire during incident in Wisconsin Rapids (est. damage \$5,158.35) – Restitution will be pursued through Victim/Witness Office
4. 8/26/24 – Sheriff's – Squad 7 was struck in driver's side rear by deer while on patrol (est. damage \$2,768.60)
5. 8/31/24 – Sheriff's – Squad 33 struck deer while on patrol (est. damage \$1,636.64)

Liability Claims (1)

1. 6/19/24 – Highway – Claimant alleges damage to her vehicle while parked at apartment complex in Vesper (claimed damage \$1,884.23) – investigation underway

OPEN EEOC/ERD Claims (2)

1. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received a Notice of Complaint on February 16, 2022. Chubb Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the EEOC on April 15, 2022. No recent activity.
2. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of No Probable Cause on August 26, 2022. The claimant filed a timely appeal and a hearing was held on July 19 & 20, 2023. Hearing decision was received on March 21, 2024. The judge found no probable cause on three counts and probable cause on one count. Mediation was held on July 30, 2024; all settlement offers were rejected by both parties.

Other

1. Posted multiple announcements on LinkedIn and Facebook throughout the month. These include job advertisements, employee recognition, and other relevant community-focused announcements.
2. Continuing to work on updating job descriptions as jobs evolve and vacancies occur.
3. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
4. Reconciled and processed the August Unemployment Insurance payment.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Facilitated New Hire Orientation on September 3rd, 9th, 16th, 23rd, and 30th.
7. Conducted exit interviews on September 5th, 12th, and 17th.
8. Responded to multiple verifications of employment.
9. Replied to requests from surrounding counties with varied information.
10. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



Wood County

WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—OCTOBER 2024

1. Attended Wisconsin Counties Association weekly calls on Mondays in September.
2. Attended the Operations Committee meeting on September 3.
3. Participated in Rural Housing Finance Committee zoom call on September 4.
4. Attended Rural Housing Board of Directors meeting in WI Dells on September 16.
5. Attended County Board meeting on September 17.
6. Attended WCTA District Meeting in Eau Claire on September 24.
7. Participated in a call/zoom with IT regarding new features that Chris M. implemented on the Treasurer's webpage for future tax deed sales on September 25.
8. I have been working with our credit card vendor to get the County Clerk's office on board with being able to accept credit cards for services they provide.
9. I have been working with PMA/WISC for setting up our new bond account as that deposit will be coming on October 1.
10. I have been working with Baird to get all the correct CUSIP information for paying our bond principal and interest that is due on October 1. The company that requests the payment never seems to have our newest issues and so I have to send a spreadsheet containing that information, so the payment is applied correctly.
11. I will be participating in the employee blood drive on September 27.
12. With the County Clerk eliminating TRIVIN on September 27, I e-mailed the Department Heads on what their needs would be to keep the ATM in the building. I have to maintain and fill the ATM and the little bit of money we collect in fees seem to outweigh the benefits of offering it. I only received a few comments from the e-mail and so at the end of year, without objection, I think I am going to discontinue offering an ATM in the Courthouse.



Wood County

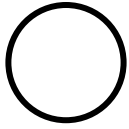
WISCONSIN

Employee Wellness

Ryan Boeshaar

Letter of Comments – September 2024

- Registration for the Quarter 4 Wellness Challenge “*Financial Fitness*” will begin on October 14. A challenge around financial wellness was a topic the Wellness Committee found very intriguing and can serve as a great guide for participants to improve their overall financial literacy. This will be a 4-week activity that will educate participants on a variety of financial topics such as planning & budgeting, saving strategies, investing basics, and retirement planning.
- Follow up Health Coaching will begin later this week and will go through to the end of the year. This is a great opportunity for employees to meet with me to discuss goal(s) progress, address potential barriers, and create an action plan for goal success moving forward. Those interested can schedule a session in their wellness portal at www.managewell.com.
- The 2024 flu shot clinics are prepared and are scheduled for this month. There will be two clinics days at Riverblock in Wisconsin Rapids, and one clinic held at DC Steinle Plaza in Marshfield. Sign-ups are ready and an initial communication to employees has been sent.
- InBody body composition testing wrapped up last week and saw a mix of newcomers and re-occurring participants. I held 3 on-site testing days in September and met with 30 individuals to help analyze and review their assessment results. I am planning on promoting this service again in 2025.
- New wellness information has been posted on the various wellness bulletin boards and on www.managewell.com for the last quarter of the year. These are helpful handouts and resources employees can read at their leisure and earn wellness points for answering questions related to the material. This quarter’s material includes workplace stress and career wellbeing, holiday eating tips, influenza season, and retirement planning tips.



RESOLUTION# _____

Introduced by Operations Committee
Page 1 of 2

Committee

CAK

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
No: _____ Yes: _____ Absent: _____	
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: _____, Corp Counsel	
Reviewed by: _____, Finance Dir.	

INTENT & SYNOPSIS: To accept offer of sale of tax deeded property.

FISCAL NOTE:	Offered Amount	\$48,500.00
	R.E. Taxes	(4,959.99)
	Special Charges	(1,175.05)
	Delinquent Utilities	(1,079.50)
	Publication Fees	(477.30)
	Tax Deed Expense	(375.00)

GAIN **\$40,433.16**

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
10	Thao, L			
11	Penzkover, J			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, a sealed bid process was held and these were the best offers received on the below mentioned properties, and,

WHEREAS, proceeds will be distributed in accordance with Act 216, and,

WHEREAS, it is beneficial for Wood County to sell tax deeded property so as to obtain deficient tax revenues and to place the property back on the tax roll:

THEREFORE BE IT RESOLVED, that the following offers be accepted

Town of Port Edwards

13-00672I That part of the Southeast ¼ of the Southwest ¼ of Section 33, Township 22 North, Range 5 East, Town of Port Edwards, Wood County, Wisconsin described as follows: Commencing 1260.8 feet South and 330 feet West of the Northeast quarter of said section for the point of beginning;

thence North 241.2 feet; thence West 30 feet; thence South to the north line of highway; thence Northeasterly 30 feet along said highway to the point of beginning.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$500.00	\$500.00

Property is located on Wilhorn Rd, Town of Port Edwards.

Town of Sigel

21-00643AA Lot 1 of Wood County Certified Survey Map No. 5800 recorded in Volume 20 of Survey Maps at Page 100, as Document No. 780753; being part of the NE ¼ of the SW ¼ of Section 33, Township 23 North, Range 5 East, Town of Sigel, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$9,000.00	\$10,000.00

Property is located at 5065 Knuth Rd, Town of Sigel.

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LAURA VALENSTEIN, CHAIRMAN

DONNA ROZAR, VICE CHAIR

JAKE HAHN

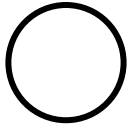
LANCE A PLIML

JOSEPH H ZURFLUH

Adopted by the County Board of Wood County, this _____ day of _____ 20 _____.

County Clerk

County Board Chairman



ITEM# _____

DATE _____

RESOLUTION# _____ Effective Date: _____

Introduced by _____

Page 2 of 2 _____ Committee

City of Wisconsin Rapids

34-02968 Lot 2 of Wood County Certified Survey Map No. 4342 recorded in Volume 15 of Survey Maps at Page 142, as Document No. 694951; being part of Lots 1 & 2 of Block 3 of Gardner and Witter's Addition, City of Wisconsin Rapids, Wood County, Wisconsin.

MINIMUM BID
\$30,000.00

OFFER
\$38,000.00

Property is located at 550 9th Avenue South, City of Wisconsin Rapids.

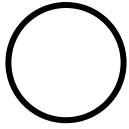
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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Adopted by the County Board of Wood County, this _____ day of _____ 19 _____ .

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

Committee

CAK

Motion: Adopted: Lost: Tabled: Absent:
Number of votes required:
[X] Majority [] Two-thirds
Reviewed by: , Corp Counsel
Reviewed by: , Finance Dir.

INTENT & SYNOPSIS: To accept offer of sale of tax deed property.

FISCAL NOTE: Offered Amount \$25,000.00
R.E. Taxes (3,797.37)
Delinquent Utilities (142.11)
Publication Fees (159.10)
Tax Deed Expense (125.00)
GAIN \$20,776.42

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, W to Leichtnam, B)

WHEREAS, during the sealed bid process no offer was received on the below mentioned property, and,

WHEREAS, an open bid process was held and this was the best offer received on the below mentioned property, and,

WHEREAS, proceeds will be distributed in accordance with Act 216, and,

WHEREAS, it is beneficial for Wood County to sell tax deed property so as to obtain deficient tax revenues and to place the property back on the tax roll:

THEREFORE BE IT RESOLVED, that the following offer be accepted

City of Marshfield

33-02772 The Southerly 1/2 of Lots 6 & 7 in Block 3 of Manson and Weinfeld's Addition, City of Marshfield, Wood County, Wisconsin.

OFFERED AMOUNT
\$25,000.00

APPRAISED AMOUNT
\$45,000.00

Property is a located at 1104 S Chestnut Ave., City of Marshfield.

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LAURA VALENSTEIN, CHAIR

DONNA ROZAR, VICE CHAIR

JAKE HAHN

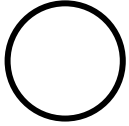
LANCE PLIML

JOSEPH H ZURFLUH

Adopted by the County Board of Wood County, this ___ day of ___ 20__.

County Clerk

County Board Chairman



RESOLUTION# _____

Introduced by Operations Committee
Page 1 of 1

PY

Motion:	Adopted:	<input type="checkbox"/>
1 st _____	Lost:	<input type="checkbox"/>
2 nd _____	Tabled:	<input type="checkbox"/>
No: _____ Yes: _____	Absent:	<input type="checkbox"/>
Number of votes required:		
<input type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: _____, Corp Counsel		
Reviewed by: _____, Finance Dir.		

INTENT & SYNOPSIS: To amend the 2024 budget for Health Department’s budget (54121) for the purpose of disbursing funds for approved Opioid Remediation applications with Opioid Settlement Funds.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent Opioid Settlement Funds. The adjustment to the budget is as follows:

ACCOUNT	ACCOUNT NAME	DEBIT	CREDIT
48900	Other Misc Revenues	\$453,619.74	
54121	Grants & Donations		453,619.74

		NO	YES	A
1	Schulz, W			
2	Rozar, D			
3	Buttke, T			
4	Perlock, R			
5	Hovendick, T			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Brehm, S			
10	Thao, L			
11	Penzkover, J			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, the Opioid Settlement Task Force recommended the use of opioid settlement funds on several applications received for opioid remediation, and

WHEREAS, the Health & Human Services Committee at their September 26, 2024 meeting and the Operations Committee at their October 1, 2024 meeting approved the funding recommendations by the Opioid Task Force at a cost of \$453,619.74. The applicants receiving opioid settlement funds are listed below:

Applicant	Amount
Vivient Health	\$ 36,874.74
Mid-State Technical College	48,000.00
UW-Madison Division of Extension	2,455.00
Wisconsin Rapids Family Center	50,000.00
Hannah Center	75,000.00
Marshfield Area Coalition for Youth	61,950.00
Wood County Criminal Justice Dept	60,500.00
Wood County Sheriff's Dept	32,020.00
Three Bridges Recovery Wisconsin Inc	54,320.00
Badgerland Youth for Christ	20,000.00
Marshfield Police Department	12,500.00
	<u>\$ 453,619.74</u>

WHEREAS, rule 26 of the Wood County Board of Supervisors states that “an amendment to the budget is required any time the actual cost will exceed the budget at the function level”, and

THEREFORE BE IT RESOLVED, to amend the Health Department budget for 2024 by appropriating \$453,619.74 of unspent Opioid Settlement Funds (48900) to Public Health (54121), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

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Laura Valenstein (Chair)

Donna Rozar

Jake Hahn

Lance Pliml

Joseph H. Zurfluh

Adopted by the County Board of Wood County, this _____ day of _____ 20 _____.

County Clerk

County Board Chairman

MINUTES
HEALTH & HUMAN SERVICES COMMITTEE

DATE: Thursday, September 26, 2024
TIME: 5:00 PM
PLACE: Wood County Annex & Health Center - Classroom

MEMBERS PRESENT: Donna Rozar, Tom Buttke, John Hokamp, Lee Thao, Laura Valenstein, Leslie Kronstedt, Kristin Iniguez

MEMBERS EXCUSED: Mary Jo Wheeler-Schueller, Rebecca Spiros

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list.

1. Chair Rozar called the meeting to order at 5:00 PM and declared a quorum present.
2. There were no public comments.
3. The consent agenda was reviewed. Clarification was offered on pulled items. Motion by Buttke/Thao to approve the consent agenda. Motion carried unanimously.
4. Health Director Smith requested approval for out-of-state travel for an employee to attend the APHA (American Public Health Association) Annual Conference October 26-30, Minneapolis MN with all expenses paid using COVID grant funds. Motion by Valenstein/Kronstedt to approve the out of state travel request. Motion carried unanimously.
5. Smith reported on the Opioid Task force recommendations for funding using the settlement dollars. She briefly discussed the application and answered questions of the committee. She also reported on those that were declined funding and explained why. Approval will be needed by this committee and the Operations Committee. She is reporting to the Public Safety and Judicial & Legislative Committees as well. Motion by Buttke/Iniguez to approve the funding recommendations presented by the Opioid Settlement Task Force. Motion carried unanimously.
6. Human Services Director Vruwink reviewed the current status of the water supply mitigation plan. He reported that the mitigation infrastructure is in place and working well. Planning and engineering continues as well.
7. Vruwink requested out-of-state travel for one employee to attend the JuST Conference October 22-24, 2024, held in Phoenix, Arizona with all expenses paid using Independent Living Grant funding. This program deals with human trafficking and will be a great benefit to other county departments as well. Motion by Buttke/Hokamp to approve the out-of-state travel request. Motion carried unanimously.

8. The next meeting will be held on Thursday, October 24th at 5:00 PM at Edgewater Haven Nursing Home, Port Edwards.
9. Motion by Valenstein/Thao to move into closed session pursuant to Wis Stats 19.85 (1)(f) to consider a leave of absence request. Motion carried unanimously.
10. Motion by Hokamp/Thao to move back into open session. Motion carried unanimously.
11. Chair Rozar declared the meeting adjourned at 5:35 PM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

**Health & Human Services Committee
September 26, 2024**

NAME	REPRESENTING
Bill Orendaric	WCB #15
Rock Larson	Veterans
Jue Smith	Healer
Brandon Vruwink	WCHSD
JUSTIN CIESLEWICZ	EDGEWATER
Mary Schlagenhaft (WebEx)	Human Services
Lance Pliml (WebEx)	CB Chair

If you have any questions about this report, please contact Sue Smith at 715-421-8928 (W) or 715-213-8493 (Cell) or ssmith@co.wood.wi.us

ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN, CPM

- Strategic Plan Implementation Update: We continue to plug away at the goals and objectives in our strategic plan. In an effort to keep you updated, I've included the tracking log that we use to measure our progress. This plan was developed coming out of COVID, so much of our efforts have been geared toward reengaging and reenergizing staff to retain the incredible talent that we have here.
- We received several applications for our opioid settlement funds. Two of the applications included requests that did not fall in the allowable expenses for the settlement. One of those included funding for staff salaries in a for-profit agency. We did a doublecheck with Andy Phillips (legal counsel who has been working on opioid settlement issues with the WI Counties Association) and he indicated that is not allowable. The other application was geared toward crime prevention (lighting in a park area, pull-down doors in a concession area, for example). Crime prevention is not an allowable expense for the settlement funds, and we confirmed that with our Corporation Counsel. The opioid task force divided up the applications to review and score each. I will present recommendations for funding to you all at our September 26 HHSC meeting.
- As you know, I was able to attend the National Association of Counties (NACo) Opioid Solutions Leadership Network meeting in Seattle, Washington. This was an incredible experience. These peer exchanges are very different than a typical conference or meeting. Each day we met at multiple locations, from the Seattle King County Health Department to a Recovery Café, to a recovery high school, and a mobile treatment unit, to name a few. I took copious notes and have some concrete ideas that I've already begun sharing with staff and community partners.

SUPERVISOR OF STRATEGIC INITIATIVES REPORT – KRISTIE RAUTER EGGE, MPH

- Staff discussed alcohol licenses with the City of Wisconsin Rapids Clerk, Attorney, UW-APEX (Applied Practice Experience) student, and additional WCHD staff. We reviewed and edited an alcohol policy guide for local Wood County legislators. This guide was created by a UW-MPH APEX student.
- Staff worked on updating the WCHD Workforce Development Plan.
- Staff provided a training on community engagement for the Northeast Regional Health Educators group.
- Staff are working with a UW Madison MPH student on updating the alcohol outlet density map for Wood County with 2024-2025 licensee list and working with county GIS to add a crime data overlay by the end of the year. Other work included developing a guide to improving community health through alcohol policies that will be shared at a presentation to the City of Wisconsin Rapids Common Council in November. *(Sue will share with HHSC once developed.)*

Communication/Branding

Communication policies, guides, and other documents continue to be updated for PHAB reaccreditation. Staff worked on updating the Wood County Health Department Brand Guide and met with City of Wisconsin Rapids Media team to begin planning a media project for WCHD that will include taking photos and videos to use for our communications.

Community Health Assessment

Staff are analyzing 2023 YRBS (Youth Risk Behavior Survey) data and creating a report. A report for the DHS Qualitative Data Grant was created to share publicly.

Community Health Improvement Plan Work

Staff worked on the Community Health Improvement Plan (CHIP) planning phase to determine goals, objectives, and strategies for new health priorities. Staff met to update the CHIP Monitoring Plan which is updated twice per year and looked at best practice and evidence-based strategies to address new health priority issues in Wood County and added ideas to develop a list of future strategies. Staff met with UW Extension to conduct deliberative dialogue conversations with community members to get input on the CHIP strategies.

Incarceration

Staff met with the Electronic Monitoring Program Coordinator to update the CHIP Monitoring Plan for incarceration and decide what work we should move forward for next year.

Housing

Staff met with Mayor Zacher to give an overview of WCHD, HPWC, and Housing initiatives happening in Wood County. Staff attended the Heart of Wisconsin Chamber of Commerce Coffee and Chat on Economic Development to learn more about what is happening in Wisconsin Rapids for housing and other developments. Staff co-facilitated the Wood County Housing Task Force meeting on August 27, where we discussed feasibility of Housing Open House and reviewed

additional information in the Housing Study draft. Staff attended the Marshfield Economic Vitality Committee where we discussed projects happening in downtown Marshfield for businesses and rental unit updates.

Transportation and Recreation

River Riders and Marshfield Community Bike Share are on track for another successful biking season. With cooler temperatures approaching, the bikes will remain out in the communities for rent until at least the end of October. Once the weather gets too cold, we will store the bikes for the winter months.

River Riders Bike Share is excited to provide free bicycles for rent at the Science by the River event in Wisconsin Rapids on Saturday, October 5 from 11am - 2pm. Science by the River is a celebration of all things' science and outdoors. This free, one-day, outdoor event gives attendees of all ages an opportunity to connect to the Wisconsin River and science and technology opportunities. Science by the River is hosted in collaboration with UW-Extension Wood County, Clean Green Action, and In courage Community Foundation.

Substance Use – IMPACT

- *Training:* IMPACT held *In Plain Sight* training booths for the parents for back-to-school orientation at Nekoosa High School and Middle School on August 28. The training includes an overview of certain substance use indicators such as clothing brands, stash compartments, paraphernalia, and even language used to signal to parents, caregivers, and other caring adults that youth may need to have important conversations about substance use and appropriate ways to cope with stress.
- *Community Opinion Survey on Substance Use:* IMPACT launched the Community Opinion Survey on Substance Use in August to help guide work, as well as serve as an evaluation tool for various bodies of substance use work. The survey is intended for those who live, work, learn, or play in Wood County and will be open through the end of November. Link to survey: <https://bit.ly/2024AOD>
- *Alcohol Workgroup:* Members of IMPACT presented at the State Governor's Conference on August 21 around the Place of Last Drink (POLD). The presentation was about initiating POLD on a county level and reviewing the current data. The presentation also addressed the next steps around POLD and offered advice for other communities to implement POLD. Members of the work group met with the Wisconsin Rapids City Clerk and City Attorney to discuss alcohol licensing condition guidelines. The team will work with the city attorney and clerk to present data, guideline recommendations, and potential benefits of setting forth guidelines to the common council later in the year. A letter from the Wood County Sheriff's Department went out to alcohol retailers in Wood County stating that alcohol age compliance checks will be conducted in the next 4-6 weeks.
- *Full Team Meeting:* On August 13, IMPACT held a full team meeting where a representative from the Family Center presented on the women's shelter. Sixteen people attended the meeting, and the Executive Director shared plans for fundraising and diversifying funding streams for sustainability. She also touched on how frequently the shelter encounters families who have faced substance use related issues that have led to the need for emergency housing.
- *THC Committee:* Wood County Health Department staff (Ashley Normington and Jacob Wagner) presented at the 2024 HOPE Consortium Conference on August 1 & 2 on Policy Change to Restrict Youth Access to Hemp-Derived Cannabinoids. This was the 8th Annual Conference held by the HOPE Consortium (staffed by Family Health Center of Marshfield), which focuses efforts in rural northern, western, and central Wisconsin around substance use prevention, harm reduction, treatment, and recovery efforts. Members of the THC Committee continue to meet with THC retailers in Wood County as part of an ongoing evaluation of the hemp-derived cannabinoid ordinance. Retailers have provided positive feedback around the sales of cannabis products to those 21 years and older.
- *Parents and Teens Communicating for Health (PATCH):* The PATCH site coordinator has been recruiting teens for the 2024-2025 program year. Schools and community groups have been contacted about any referral teens for the program. Flyers were sent out to each school and a press release was sent out to local media regarding the new Teen Consultant positions, which will be launched in Wood County this fall. The PATCH coordinator was featured on two news stations to speak on information about PATCH to reach a larger audience in hopes of obtaining more applicants for the program year.
- *Opioid Settlement:* The Request for Proposals for the first year of Wood County Opioid Settlement funding closed in August, with 14 agencies applying for the funding. An internal technical review was completed to ensure each application fit within the list of uses for opioid remediation (Exhibit E). Two applications were flagged in the technical review for not falling within the approved use of funds, and funding salaries for a for-profit entity (found this was an unallowable use according to the law firm that is overseeing Wisconsin Opioid Settlement dollars). Members of Wood County's Opioid Task Force will be scoring applications. Health Department staff asked scorers to notify us if there was a conflict of interest in the assigned applications, of which no conflicts were indicated. Each application is being scored by 3 individuals, and an average score will be provided to the Opioid Task Force in September.
- *Lifepoint:* Lifepoint had 17 participants who were helping an additional 43 people with sterile supplies. Participants reported using Narcan from one of our programs to save 4 people's lives earlier this year (data that is not collected anywhere else because first responders were not called to the scene). Staff reiterated the importance of always calling 911 in the event that the naloxone does not revive the individual who has stopped breathing. In addition to providing supplies and resources, 7 participants received training on how to administer the lifesaving medication, naloxone. Participants are also reporting how they change the way they use a substance if it tests positive for the presence of fentanyl. Many people will choose to use differently (including using slower or smaller amounts), while others choose not to use the substance at all. These are all positive changes we like to see within this population. A few

individuals expressed their interest in accessing treatment services, so calls were made to treatment providers to connect the individual to services.

- *Public Health Vending Machines*: Six public health vending machines have been placed and are operating in Wood County. A [document](#) was created to indicate the locations of the machines and items that are free vend. These machines were funded through a grant obtained through the WI Department of Health Services as part of the Opioid Abatement plan, and data is being collected to track resources distributed at each location.
- *Narcan Direct*: Wood County Health Department has been participating in the Wisconsin Department of Health Services Narcan Direct Program since it was piloted in 2019. In August, the state convened a regional meeting to bring together Narcan Direct agencies along with some key community partners to discuss strategic methods of getting Narcan to individuals who are in most need/at risk of experiencing an opioid overdose. Wood County is in the northern region and joined Three Bridges Recovery at the meeting, as they are also a Narcan Direct agency that has their home office in Wisconsin Rapids. A survey was completed to indicate ways WCHD is distributing Narcan, and a plan was formed to improve ways to distribute the lifesaving medication in more strategic ways to get it into the hands of those who need it most. The WCHD program distributed 58 Narcan kits to individuals in the month of August, and additionally trained 24 people in Overdose Prevention and Narcan Administration.
- *State Opioid Response (SOR)*: Healthy People Wood County – IMPACT completed the SOR funding project in August. Over the past year, IMPACT has used SOR funds to support:
 - Promotion of two drug take-back events
 - Distribute 200 Deterra medication deactivation pouches to individuals through a partnership with Meals on Wheels and stocked in vending machines
 - Distribute 130 medication lock boxes
 - Held community events to provide information and education about opioid use
 - Purchased materials to support community events
 - Purchased a manikin for naloxone training
 - Purchased cases for Narcan leave behind kits that EMS and law enforcement can use
 - Printed training cards for individuals who have received Narcan Training from the Wood County Health Department
 - Reprinted materials/resources for opioid overdose prevention/education
- *Marshfield Area Coalition for Youth (MACY) Drug Task Force*: The MACY Drug Task Force met to discuss progress made on two additional sharps kiosks that will be placed in city parks to encourage proper disposal of biohazardous waste. MACY also had a booth at the Central Wisconsin State Fair to provide education and outreach to fairgoers. The booth had a PLINKO board with questions and several prizes with MACY handouts and information. There was also a distracted driving simulator to encourage people to stay alert when getting behind the wheel. The coalition was recently notified that they received the federal Drug Free Communities (DFC) Support Program for “northern Wood County” which includes the service area of Marshfield, Hewitt, Arpin, and Auburndale. The award is \$125,000 per year for five years, with a competitive renewal for years 6-10. Funding must focus efforts on youth primary substance use prevention.

Access to Health Foods

Wisconsin Rapids Downtown Farmer’s Market: In the month of August, there were 70 vendors and transactions processed at the management booth, including:

- \$1,630 in Debit/Credit transaction
- \$943 in SNAP/EBT transaction
- \$220 in SNAP/EBT Double Dollar Match Program
- \$520 in Aspirus Fruit and Veggies RX Program
- \$46,368 Sales reported by market vendors

Safe Kids Wood & Clark Counties

Staff scheduled Facebook posts and completed car seat reporting/DOT reporting. Staff also started to complete the DOT Grant Application for car seats for 2025 and attended a webinar on Child Passenger Safety Week/Social Media. Staff reviewed three cases at the Child Death Review meeting.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

New Businesses and Consultations

Staff completed a pre-licensing inspection for Daily Special, a mobile food establishment that will be serving meals in the Marshfield area. A consultation was completed for a new catering and deli business looking to open in the Wisconsin Rapids area.

Complaint Investigations

Sixteen complaint investigations were completed in the month of August.

- A complaint was received regarding mold inside a rental unit. Environmental health staff are working with the landlord to get repairs completed to water damage that was found during inspection.
- A caller reported an apartment that smelled of cat urine. Environmental health staff were onsite and determined the issue to be a nuisance, not a health hazard. The landlord was notified of the smell.

- A complaint was received regarding cockroaches in a rental unit. Environmental health staff spoke with the landlord and treatment has been scheduled.
- A complaint was received regarding a stench throughout a rental complex. The smell did not qualify as a health hazard. The landlord has been notified of the concern.
- A complaint was reported regarding a non-functioning A/C unit in a licensed food establishment causing ambient air temperatures that did not allowed proper function of coolers resulting in unsafe food temperatures. Environmental health staff conducted a complaint inspection and did find temperature violations. The establishment voluntarily closed until repairs could be made.
- A caller reported cockroaches at a licensed establishment. Environmental health staff were onsite and completed a complaint inspection. No cockroaches were found, but preventative treatment is ongoing at the establishment.
- A complaint was received regarding poor service at a laundromat. No health hazards were identified.
- A caller reported poor service and a door that needs repair at a licensed lodging facility. Environmental health staff completed a complaint inspection and are requiring repair of the door.
- A complaint was received regarding a possible illness at a licensed food establishment. A complaint inspection was completed, but no food violations were observed.
- A complaint was received regarding food safety concerns conducted by a licensed food establishment as well as possible rodent issues. A complaint inspection was completed. No violations related to the complaint were observed at the time of the inspection.
- A complaint was received regarding living conditions inside a home. Environmental health staff were onsite and discovered multiple health hazards. Orders have been issued to the property owner.
- A caller reported a possible food safety violation as an employee was not wearing a beard or hair net. Environmental health staff spoke with the manager and the employee was not conducting any food operations on the day in question.
- A report was received regarding a buildup of food garbage on a property. Environmental health staff were onsite and observed the garbage to pose a health hazard; orders have been issued.
- A complaint was received regarding cockroaches in a rental unit. Environmental health staff have received confirmation of treatment from the landlord and will follow up for continued treatments.
- A caller reported bedbugs in an apartment. Environmental health staff are working with other agencies to provide resources for treatment.
- A caller reported a rental home with an abundance of animal feces, high ammonia levels, and no running water. Environmental health staff have issued orders and plans to demolish the home have been made by the landlord.

HEALTHY SMILES FOR WOOD COUNTY REPORT – NICOLE BURLINGAME, RDH

Healthy Smiles was awarded \$28,550.00 from Wisconsin Seal-A-Smile for the 2024/2025 school year. Oral screenings and fluoride varnish for Head Start Centers will start this later this month.

PUBLIC HEALTH NURSE SUPERVISOR REPORT – ERICA SHERMAN, MSN, RN, IBCLC

Parents as Teachers (PAT)

Our first full Affiliate Performance Report (APR) was approved by the PAT national center. We met 21 of the 22 essential requirements of the PAT program. See attached data report which shows data from our first full year (June 2023-July 2024). We were invited to submit a full proposal to the Wisconsin Partnership Program to expand PAT services. This proposal was submitted, and we will find out later this fall if we are invited to complete the final phase of the grant process.

Respiratory Illnesses

We are continuing to see the number of pertussis cases climb in Wood County. From July 30 until now, we have had 14 confirmed cases. Statewide, COVID activity is elevated (this is based on emergency department visits, lab testing, hospitalizations, and wastewater data). COVID activity is highest among children less than 5 years and adults over the age of 65. Influenza and RSV remain at low levels.

Emergency Preparedness (EP)

Our EP Coordinator is working to provide presentations on Family Assistance Centers for local first responders. These presentations help raise awareness of what resources are available to the community after a mass fatality incident. We are currently planning two community/mass flu clinics for this fall to exercise our mass vaccination plans. We have secured flu vaccine for children aged 18 years and under and for adults who are un- or under-insured.

WOMEN, INFANTS AND CHILDREN (WIC) REPORT – CAMEN HOFER, RD, CD, IBCLC

- WIC issued 1,075 WIC Farmers Market Nutrition Program (FMNP) vouchers to 215 WIC participants in June, 1,645 to 329 participants in July, and 675 to 135 participants in August. WIC will continue issuing vouchers through the end of September. WIC participants have until the end of October to use their vouchers.
- WIC attended the WFHR Parking Lot Party and Fall Into Recovery–Three Bridges events to promote and educate on the WIC program to those that attended.
- Kayla Saeger attended the all-day “Untangling Low Milk Supply Training” on August 13 to further her knowledge on tips/ideas to help lactating parents with low milk supply and to obtain required continuing education credits for her position as a WIC Nutritionist/Health Educator.

Caseload for 2023 (Contracted caseload 1417)

	Dec 2023	Jan 2024	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1447	1444	1477	1481	1494	1480	1477	1501	1520				
Active (final)	1450	1456	1492	1496	1512	1493	1499	1510					
Participating	1448	1444	1482	1493	1512	1487	1485	1504	1524				

Regain a passionate, resilient, and energized workforce

Strategy 1: Create a Workforce Development and Employee Engagement Plan (WDEEP) with an emphasis on the continued recovery needs of staff.

Actions	Responsibility & Timeline	
1.1 ... Review the literature to determine current recommendations and best practices for employee engagement (Wisconsin Association of Local Health Departments and Boards workforce summit, University of Wisconsin Eau Claire student survey, etc.).	Niki Lucht January 2024	DONE ... completed by UniverCity Students
1.2... Conduct an annual employee engagement survey.	Niki Lucht Month 2024 annually	To be considered after DHS assessment data received/reviewed
1.3 ... Prioritize areas to address from literature review and survey data above and our own survey data; include these areas in the employee engagement plan.	Niki Lucht Month 2024	After DHS assessment data and/or employee engagement survey
1.4 ... Create a WDEEP.	Niki Lucht Month 2024	
1.5 ... Assess current policies, including the Work Schedule, Telework, and Employee Wellness, to determine updates and additional policies to implement best practices identified that are currently missing.	Management Team March 2024	DONE ... as part of policy annual reviews

Strategy 2: In the WDEEP, implement best practices for employee engagement, workforce development, recruitment, retention, work/life balance, developing a sense of purpose, and employee well-being.

Actions	Responsibility & Timeline	
2.1 ... Allocate resources during the budget process and as needed to support the WDEEP, including investment in employee development.	Kathy Alft August 2023 August 2024	DONE ... Continuing Education budgeted annually
2.2 ... Conduct core competency assessments to understand whether staff have skills needed to perform their job functions (could be nationally recognized model or internally developed set of competencies).	Management Team October 2024	
2.3 ... Prioritize areas within WDEEP, focusing on areas of highest need.	Management Team September 2024	To be completed after WDEEP created (see 1.4 above)

<p>2.4 ... Collaborate with academic institutions to encourage the development of public health students and other qualified individuals to enter the field of public health to meet the current and future staffing needs of health departments.</p>	<p>Sue Smith Ongoing</p>	<p>2022 ... 15 BSN students (UW-Eau Claire), 1 BSN student (UW-Green Bay), 1 BSN student (UW-Stevens Point), 12 MPH students (UniverCITY program partnership) 2023 ... 13 BSN students (UW-Eau Claire), 1 BSN student (Viterbo), 3 BS students (UW-Stevens Point), 1 PhD student (UW-Madison), 9 MPH students (UniverCity program partnership), 1 Vocational or Applied Degree student (MSTC), plus 3 Peds residents 2024 ... 14 BSN students (UW-Eau Claire), 3 BSN students (1 Lakeland, 1 Rasmussen, 1 UWSP), 2 MPH students (UW-Madison, Zilber), 1 MSN student (UW-Eau Claire), 1 BS - (Public Health UW-Madison)</p>
<p>2.5 ...Modify current employee engagement survey to align with the WDEEP.</p>	<p>Niki Lucht December 2024</p>	
<p>Strategy 3: Continue team building activities at staff meetings.</p>		
<p>Actions</p>	<p>Responsibility & Timeline</p>	
<p>3.1 ... Define a team to lead team building activities.</p>	<p>Management Team January 2023</p>	<p>DONE ... team includes Jacob, Logan, Ben, Danielle, Kathy, Jenny, Audrey, Kayleigh, Sara</p>

3.2 ...Create a list of team building activities, which includes budgetary expenses.	3.2 Team (NEW) February 2023	DONE ... “Amazing Challenge”; \$125 budgeted for expenses
3.3 ... Continue a standing agenda item to focus on a team building activity.	Kathy Alft Ongoing	DONE ... even months – Team Building Strategic Initiatives added to all-staff agendas
Strategy 4: Share resources to promote mental and physical health and well-being (prioritize self-care), and provide opportunities for peer support/connection.		
Actions	Responsibility & Timeline	
4.1 ... Meet with the Wellness Coordinator to discuss what role they may play in supporting this strategy.	Macy Mancl January 2023	DONE ... Macy had 1:1 with Ryan 1/18/2023
4.2 ... Provide support and representation for Wood County’s employee wellness program.	Macy Mancl Ongoing	DONE ... Macy attends Wellness Coordinator Meetings
4.3 ... Promote and support the use of department exercise equipment, “10 and 2”, walking meetings, etc.	Danielle Hiller Ongoing	DONE ... decision was to move this expectation as part of FUNshine and their team building activities/planning
4.4 ... Support <i>Sunshine</i> initiatives and efforts.	Management Team Ongoing	Examples include: in PM workbook this is measured by numbers participating in the Sunshine activity event, Q1=20, Q2=28, Q3=n/a, Q4 =34
4.5 ... Support work/life balance through check-ins between staff and supervisors.	Management Team Ongoing	This is to be measured with the engagement survey (see 1.2 above)

Reset and prioritize our goals and objectives to reduce workload and maximize impact

Strategy 1: Collaborate with employees to conduct a workload audit in order to: eliminate duplication or redundancies, prevent scope creep and stay on-mission, eliminate lower priority items that may be unnecessarily draining capacity, and assure employees feel they can successfully achieve a work/life balance.

Actions	Responsibility & Timeline	
1.1 ...Develop a streamlined process or consistent document for use in creating and tracking goals, objectives, progress, and evaluation.	David Strong March 2023	DONE ... developed goal planning worksheets October 2023
1.2 ... Develop a timeline, procedure, and plan for completing workload audits for the department.	Management Team July 2024	DONE ... develop as appropriate off input by teams (1.3 below)
1.3 ... Create a list of current efforts and workload assignments to assure the health department has the number of staff needed in appropriate roles to meet the needs of the population served.	Each Team June 2024	DONE ... TEAMS.xls has been updated and shared with all employees

Strategy 2: Conduct more comprehensive program evaluation processes and continue program prioritization based on evidence, outcomes, and equity.

Actions	Responsibility & Timeline	
2.1 ... Update the existing framework of the performance management plan.	David Strong March 2023	DONE ... completed March 2023
2.2 ... Complete at least one storyboard (Quality Improvement project) per team per year.	Each Team December 2023 annually	DONE ... 6 of 6 completed (HPWC, Mgmt, WIC, Nurses, EP, EH/Radon)
2.3 ... Implement quality improvement strategies to increase efficiencies and inform program prioritization and evaluation efforts.	Each Team Ongoing	DONE ... Included above with storyboards (see 2.2 above)

Build trust and understanding of how WCHD adds value in the community

Strategy 1: Strengthen partnerships with other local health departments, academic institutions, foundations, private industry, public organizations, media, and other nonprofits to enhance public health understanding and literacy within our communities.

Actions	Responsibility & Timeline	
1.1 ... Continue involvement and representation on coalitions and committees with like goals and priorities.	All Employees Ongoing	DONE ... ongoing and actively involved
1.2 ... Engage experts to review communications, conduct fact checking, and verify communications are not omitting data that provide important context.	Kayleigh Mengel Ongoing	Examples include: appropriate sources identified and cited, Housing summit promotional materials (UW Extension, Wood County Planning and Zoning, North Central Regional Planning Commission), Public Health Vending Machine Press Release (St. Vincent Depaul), Transportation efforts (Phoenix Mobility Rising), Community health Assessment (Marshfield and Aspirus)
1.3 ... Involve community partners in dissemination of unified public health messages, such as social determinants of health and primary prevention.	Kayleigh Mengel Ongoing	Examples include: Mary's Place, WIC formula recall communication with other LHDs, Wood County Housing Summit, Wisconsin Rapids Public Schools

Strategy 2: Develop and implement an internal communications process to provide an effective flow of information between teams as well as bidirectional information between department leadership and employees.

Actions	Responsibility & Timeline	
2.1 ... Maintain monthly M&M (Management Memo).	Kathy Alft Monthly	DONE ... attached with staff meeting agendas
2.2 ... Hold staff meeting to review policies, strategic plan goals, program updates, provide all staff trainings etc.	Kathy Alft Monthly	DONE ... standing agenda item at even month staff meetings
2.3 ... Hold team meetings within program areas.	Supervisors Quarterly	DONE ... WIC = monthly; EH = bimonthly; PHNs = quarterly; Healthy Smiles = every other month or earlier as needed; Community Health & Health Promotion = weekly; CHW's = biweekly; Management = weekly; Admin Support = applicable support teams
2.4 ... Monitor, evaluate, and adapt communication process change as identified in a variety of survey methods (Trauma Informed Care survey, Staff Engagement survey, Solution Revolution, etc.).	Management Team Ongoing	DONE ... Ongoing efforts to implement applicable change

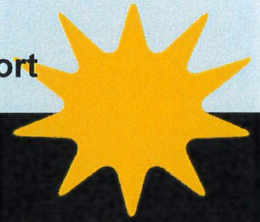
Strategy 3: Develop and implement an external communications plan to ensure information is accessible, relevant, and effective to reach intended audiences.

Actions	Responsibility & Timeline	
3.1 ... Periodically survey community members to assess awareness and trust in the health department's services or functions.	Kayleigh Mengel October 2024	AmeriCorp (Bailey) will assist Kayleigh with these surveys
3.2 ... Update the 2-page document summarizing Public Health.	Kayleigh Mengel March 2024	DONE ... saved in branding file

<p>3.6 ... Revamp our website to make it more user-friendly, concise, and understandable for the general public.</p>	<p>Penny Sharp August 2023</p> <p><i>[NOTE: Kayleigh/Ashley to conduct Facebook poll to solicit feedback with changes]</i></p>	<p>DONE ... many changes made, updating content</p>
<p>3.7 ... Identify effective strategies to combat misinformation.</p>	<p>Kayleigh Mengel Ongoing</p>	<p>Examples Include: CANVA training planned 10/31/2023 (all staff invited) – will identify strategies as part of training; PHN completion of training on combatting vaccine misinformation</p>
<p>3.3 ... Develop external communications plan.</p>	<p>Kayleigh Mengel November 2024</p>	
<p>3.4 ... Review communication policy with staff.</p>	<p>Kayleigh Mengel December 2024</p>	
<p>3.5 ... Provide training to staff on effective public health communication methods, including reading level, intended audience, translation of written materials, interpretation of oral materials, use of logo, etc.</p>	<p>Kayleigh Mengel Ongoing</p>	<p>Examples Include: specific staff training requests (including grammarly, canva, google docs, social media content creation and posting), press release development, news article development</p>
<p>Strategy 4: Assure we have representation on appropriate local and state committees, groups, or organizations.</p>		
<p>Actions</p>	<p>Responsibility & Timeline</p>	
<p>4.1 ... Update listing of who is involved in what state/local groups and memberships.</p>	<p>Kathy Alft January 2023</p>	<p>DONE ... Erica sent google docs to all employees for memberships; resent for coalition involvement</p>

4.2 ... Identify areas where WCHD is not represented and should be.	Management Team October 2024	Gaps in membership involvement have been identified, need to discuss gaps (if any) in coalition involvement
4.3 ... Annually budget for membership representation.	Kathy Alft August 2023 August 2024	DONE ... memberships budgeted annually
Strategy 5: Utilize a community engagement process or tool in program planning, implementation, and evaluation.		
Actions	Responsibility & Timeline	
5.1 ... Research and create a list of community engagement tools to ensure current best practices are included.	Management Team Ongoing	DONE ... Niki had started this as a UW-Fellow
5.2 ... Train appropriate staff on various methods of community engagement. (i.e. for Food Safety Advisory committee, Plain Clothes community, CHA/CHIP efforts, public beaches, etc.)	Management Team October 2024	Add to staff retreat if time permits.
5.3 ... Through Performance Management planning, monitor and evaluate community engagement efforts done by different program areas.	Bailey Slark December 2024	
Create and maintain a culture that exemplifies health equity		
Strategy 1: Refresh employee training on health equity and provide the basics to solidify the understanding of health equity, how it affects their own roles in the department, and emphasize the “Why”?		
Actions	Responsibility & Timeline	
1.1 ... Conduct an equity assessment that considers staff competence in the areas of cultural humility, diversity, or inclusion (include findings in WDEEP).	Health Equity Team March 2023	DONE ... focus groups were conducted to assess each team within the department, 6 focus groups were held

1.2 ... Invite the Health Equity team to a management team meeting to discuss a training plan and timeline for staff.	Kathy Alft October 2024	To be invited after potential speakers/trainers identified (see 1.3 below)
1.3 ... Identify potential trainers or speakers and coordinate education into staff meeting.	Health Equity Team Ongoing	Health Equity (HE) team to meet after HE survey completed
Strategy 2: Leverage the Health Equity Team to accomplish this work through implementation and evaluation of the Health Equity Action Plan.		
Actions	Responsibility & Timeline	
2.1 ... Continually monitor and annually update department-wide policy that reflects specific intention focused on inclusion, diversity, equity, or anti-racism.	Health Equity Team October 2024	
2.2 ... Define what it means to DO this work and to be successful in exemplifying health equity.	Health Equity Team Ongoing	Examples Include: updated definition of Health Equity (HE) completed by members of the HE Team
2.3 ... Annually update WCHD's Healthy Equity Action Plan.	Health Equity Team Ongoing	Examples Include: plan updated by HE team during team meeting and monitored monthly; action plan is available on the V drive



Parents as Teachers is an evidence-based parent education and family engagement model serving families throughout pregnancy until their child enters kindergarten. Below is a summary of services that were provided by PAT Affiliate: Wood County Health Dept

Population Reach

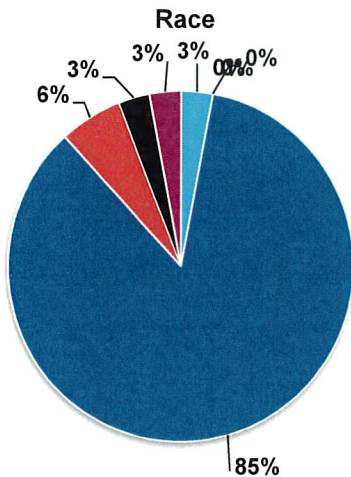
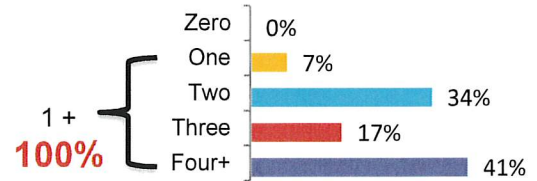
Families Served



Children Served



Families with Stressors (%)

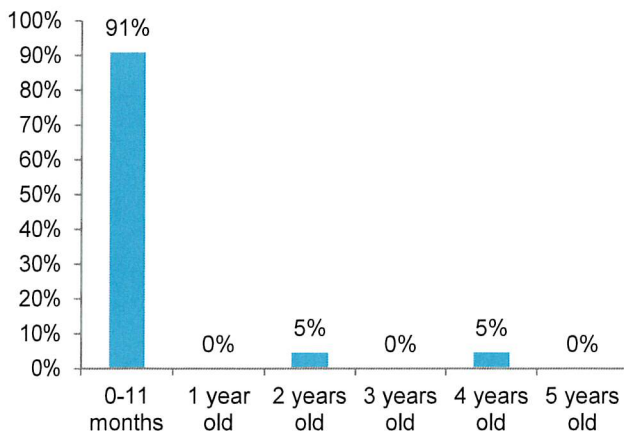


- American Indian/Alaskan Native
- Asian
- Black or African American
- Native Hawaiian/Other Pacific Islander
- White
- Multi-racial
- Other
- Not Answered

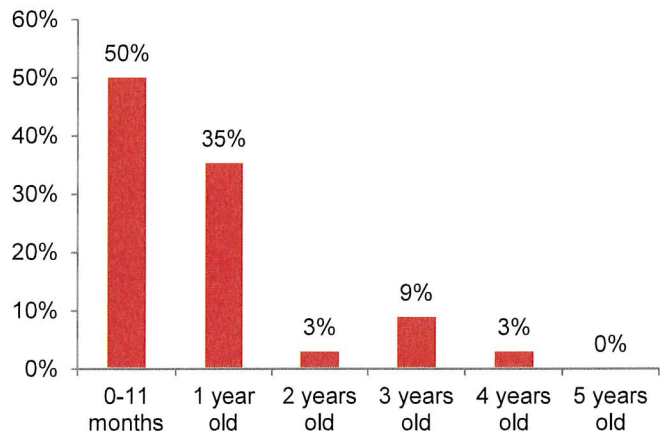
Ethnicity

- 44.1% Hispanic or Latino
- 52.9% Non-Hispanic/Non-Latino
- 2.94% Not Answered

Child Age at Enrollment*



Child Age at End of Program Year



● 20.0% Enrolled Prenatally

*Child age at enrollment only includes children who newly enrolled during this program year

Program Services and Impact

Personal Visits

361



Group Connections

of group connections provided = **14**

19 enrolled families attended

Immunizations



100%

of 19–35 month olds reported up-to-date

Family-Centered Assessment



Developmental Screening



Health Review



Goals Documented



Resource Connections



3 referred this program year for further assessment based on screening/review

2 received follow-up services this program year

15 Potential delays/concerns identified

Developmental **8**

Social-emotional **1**

Hearing **4**

Vision **1**

Physical Health **1**

Parent Educators

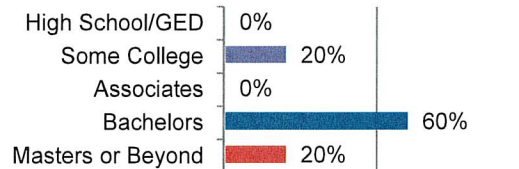


Total **5**

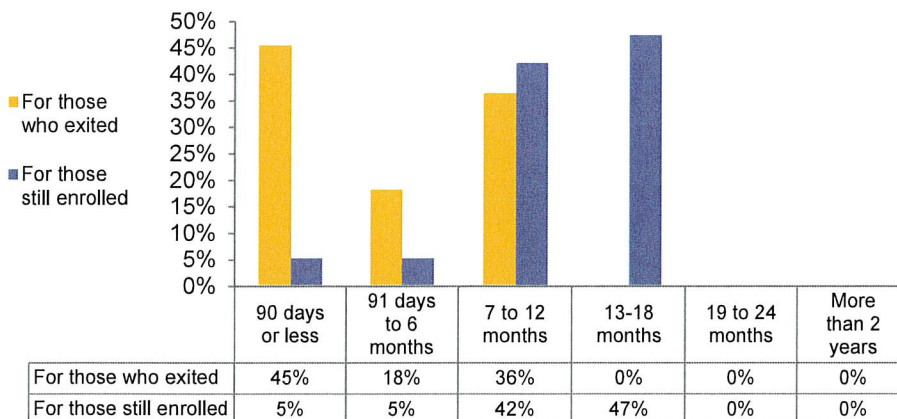
Full-Time **1**

Part-time **4**

Parent Educator Level of Education



Length of Time Enrolled in Program



Waitlist and Family Retention

69% Family Retention Rate

74% Family Retention Rate (excluding families who moved out of service area)

0 Families on waitlist

NOTE: Retention rates are based on one year of data.

Accuracy of the data presented in this report is contingent upon the accuracy of APR data submitted by affiliates.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT September 2024

Director Update by Brandon Vruwink

The building located at 630 South Central Ave in Marshfield that we rent has been sold. Previously, the building was known as DC Steinle Plaza and was owned by Dave and Christy Steinle. The building was sold to a new local ownership group at the end of August. The new owners plan to rename the building Patriot Tower. The sale of the building has been seamless, and we have not noticed any changes to the overall quality of service provided by the new ownership group. We look forward to working collaboratively with the new company over the remaining years of our lease.

The Human Services Department is in the beginning stages of launching the Truancy Prevention and Opportunity Program within South Wood County. The program will serve the Nekoosa, Port Edwards, and Wisconsin Rapids School Districts. I have connected with the superintendents of the Nekoosa and Wisconsin Rapids School Districts, and they are both interested in engaging students in the new programming. The program has received support from schools, county staff, and judges.

On September 9, Deputy Director Miloch and I held our quarterly meeting with Wood County School District Superintendents. The meeting focused on the positive start of the school year, and each of us shared updates. The beginning of the school year has gone well, and communication between the districts and our department has been excellent. Our next meeting with the Superintendents is scheduled for December.

The Human Services Department consists of many different programs that provide assistance and support to residents of Wood County. Some of the partnerships we have built to create efficiencies are unique. I have highlighted this program area for you in this monthly update. The Northern Income Maintenance Consortium was formed beginning in 2012. Because of changes implemented in the 2011-2012 state budget, all counties were required to create a consortium of counties to provide economic support services regionally. Wood County joined with eleven other counties to form the Northern Income Maintenance Consortium. The following counties are part of the Consortium: Ashland, Bayfield, Forest, Florence, Iron, Lincoln, Price Rusk, Sawyer, Taylor, Vilas, and Wood. The Consortium is the largest geographically and largest in number of counties. Wood County serves as the lead administrative agency and fiscal agent. All counties within the consortium work collaboratively and provide the best service possible to residents who contact our call center to apply for benefits or have their benefits recertified. Wood County employs a position called the Northern Income Maintenance Consortium Administrator to ensure a collaborative approach and organize the day-to-day operations. The Consortium Administrator provides guidance and oversight to the supervisory team and reports to the twelve county directors. The Northern Income Maintenance Consortium has been recognized for its efficiency, excellent customer service, and low error rates.

Deputy Director Update by Katie Miloch

I have been elected to represent the Northern region on WCHSA's Long Term Support Policy Advisory Committee (LTS PAC). This group meets monthly to review relevant legal information, program/process changes and advocate for those served in Children's Long Term Care programs and Adult Protective Services. I am excited to participate in this role and engage with other leaders to effectuate positive change throughout the state.

Wood County's APS team is creating a FAST in partnership with Ho-Chunk Nation's APS team. A FAST, or Financial Abuse Specialist Team, is a multidisciplinary group in a county or region composed of businesses, organizations, and agencies invested in the financial security of older adults. The purpose

of the team is to prevent financial abuse and exploitation and to improve the system's capacity to respond to the needs of victims in accessing support, advocacy and services. FAST groups have been a priority area with the Department of Justice's Elder Abuse Coalition. Wood County will be the fourth FAST in Wisconsin- this development has perked interest from a local news outlet and I will be interviewed later this week on the important topic of financial abuse and exploitation of vulnerable adults.

Earlier this year, the Youth Justice team and I wrote for the Youth Innovation Grant and recently found out we were awarded this. This grant will allow for a designated Psycho-educator to provide mental health support and skill-building to those involved in the Youth Justice programs. I appreciate the work this team has put into this grant, the letter of support from Judge Brazeau, and the dedication our department has to filling gap areas for our youth. Funding for this position will commence in early 2025.

Administrative Services Update by Mary Schlagenhaft

Administrative Services Team members attended various meetings specific to their job duties during the month. These included, but not limited to:

- Health & Human Service 2024 monthly Budget projection meetings (all locations), Operations, County Board, Team Building, Division Specific Management, Process and Individual Progress Meetings Review and Updates for Division Policies. Performance Evaluations for team members up to date. All team members worked together to cover shortages in immediate needs due to absences and/or vacancies.
- Additional accomplishments: Ongoing EHR Smartcare learning, updating workflows and processes. Downstream changes for fiscal impact and software set up for contracted crisis services, and new CSP program.
- Presented 2024 Budget Projections and 2025 Budget at the August 29, 2024 H&HS Special Meeting for Budget approval.

Accounting and Accounts Payable Team

- Budget, including wage scale change work, final review and promotion to finance
- Contract Coordinator reviewed vendor audit, requested refunds
- EW continued work on balance due for specific past due account
- EW – Hilltop residents discharged, began work on invoice to Hilltop for expenses and R/B charges
- Reviewed 2025 vendor contract process/plan. Developing process to accommodate rate setting changes requested
- Smartcare reconciliation continues to be worked on – unreconciled holding account balance is shrinking as we work thru monthly reconciliations
- Norwood worked on account setups in Matrix to accurately report subsidized service charges to the correct department.
- EW/NHC – new interim MA rates received and updated in Matrix. Reviewed for changes/difference between information received via Meyer/Stauffer portal and then on the FH site.

Support Services Team

- Behavioral Health Clinic service notes: We are transcribing 8/27/24; 2 notes are outside the 14 day window.

We currently have a total of 64 dictations waiting for transcriptionists as of 9/12/24

August: Total Service Notes Added 205/230 entered by Units

All dictation was OPC in August

- Records Released:
 - Behavioral Health Records Released: 78
 - Family Service Record / Background checks released: 29
 - Records pending/in progress: 5
 - Total Completed: 107

Other Unit Information

- Support Services Staff updates- no vacant positions
 - 1 staff on intermittent FMLA
- HIPAA:
 - 1 HIPAA/ Confidentially breach in Aug- investigated found no phi confidentiality only -verbal and written contact- confirmed resolved
 - 1 Business Associate -reported a cyber-attack of their database -pending investigation- unconfirmed if any client information was disclosed
- Continue w/ destruction FS MFLD records at NHC >RB- FS records is currently on hold during onboarding of new Admin support staff

Claims & Accounts Receivable, Client Interactions

- Ongoing Smartcare meeting, testing, progress and workflows, additional program changes
- Ongoing Testing of 270/271 eligibility verification file transfers
- One (1) vacancy, BHSU Outpatient Clinic Receptionist. Interviews conducted. Position Accepted with a 9/30/2024 Start Date

Insurance Claims created and submitted for current reporting

- Norwood: 264 Claims submitted in the Amount of \$1,324,682
- Edgewater: 84 Claims submitted in the Amount of \$637,850
- Community: 8,069 Claims submitted in the amount of \$678,034
- Community: Accounts Receivable receipts: \$518,377

Service Admission Intakes - by Location

- NHC Admissions: 31 Hospital, 1 LTC
- Edgewater: 6
- Community
 - 52 intakes for new clients conducted
 - 1,514 Appointments Scheduled, 1,019 Attended (67%)

2024 TRIP Monies received YTD:

- Norwood: \$29,895
- Community: \$33,703

Family Services Update by Jodi Liegl

Court Related Training: In partnership with Children's Court Improvement Program (CCIP) and Department of Children and Families (DCF), a training on Guardianships was held on August 1, 2024, for the Family Services team. The training provided an overview of the different types of guardianships, eligibility, requirements, and the court processes for completing guardianships.

Foster Parent Grant Award: In July we received notification we were awarded \$26,876 through the Foster Parent Grant. Fifty-two agencies applied, and 21 grants were awarded. We received funding for the categories of incentives for retention and training. Specifically our intention is to use the funds

under the incentives for retention category for relative/like-kin licensing expenses, one-time payment to relatives at initial placement based on foster care rate and equity, Family Find efforts, appreciation events and meals. The training category provides an opportunity for an individual to complete Trust Based Relational Intervention/TBRI® practitioner training. Karriann Teresinski who recently transitioned into the Therapeutic Foster Care Social Worker position applied and was accepted into the highly competitive training. The session is scheduled for December 9th through the 13th. Out of state travel is required as there are no training sessions held in Wisconsin. The training session Ms. Teresinski will be attending is in Orlando, Florida. The grant covers the TBRI® training fee and travel expenses.

Youth Justice Innovation Grant Award: In August we learned we were one of ten counties to be awarded the initial grant of \$100,000 through the Youth Justice Innovation Grant. Through this award, our intention is to create a position to work intensively with youth served through the Youth Justice team that are placed on a delinquency order by the Court. The psycho-educator will work with youth on an individual basis, within the family system, and with peers to increase adaptive, problem solving, decision making, and perspective taking skills. With an increase in pro-social, positive skills, youths' risk to re-offend due to skill deficits will decrease. Youth will experience increased awareness of situations that can lead to delinquent behavior and an overall decrease in referrals made to Youth Justice. The majority of youth served in Youth Justice have the domain area of "Skills" identified within the Youth Assessment and Screening Instrument (YASI) assessment as a need area. Skills are broad and applicable to all other domains in the YASI. Developing healthy, positive skills directly affects their ability to be successful in all areas of their lives such as family, school, employment, peers, and community.

The overall goal of providing psycho-education is to decrease the number of youth scoring moderate-to high-risk in the skills domain and increase protective factors. The additional services will reduce the number of justice involved youth placed in out-of-home care, and decrease recidivism of participants. The psycho-educator who will be a clinician-in-training who will be able to provide immediate, specialized services directly to the youth. Decision Points, an evidence-based correctional curriculum has been written into the grant award to better equip participants with alternative ways to examine their thinking and the related actions that lead to delinquent behavior. The program is designed to address risks, needs, and the responsibility for those involved in the justice system. Decision Points is an open-entry cognitive behavior intervention program built on the principle of the "Strategy of Choices." Decision Points targets anti-social thoughts and skill deficits through an interactive cognitive-behavioral approach. By enhancing needed skill areas through Decision Points, youth will be able to safely function within the community while also taking accountability for their choices and feeling empowered to make positive contributions to the community.

Family Keys: Our partnership with Department of Children and Families has entered into our third and final year of the pilot program, Family Keys. The team decided to use state funds to hire a film production company to help tell the story of Family Keys and encourage policy makers and leaders to think differently about families experiencing housing instability in the child welfare system. The teams in Wood, Marathon and LaCrosse Counties gained permission from families served through the program who were willing to participate in the filming. Wood County had a family participate in the filming as well as Social Worker Brianna Grosskurth, FSET Case Manager Allie Westover and CW Solutions Housing Navigator Cassandra Twomey. We appreciate them agreeing to participate and help share the innovative work that is being done through this program.

Through this pilot program, and in partnership with CW Solutions, a Housing Navigator was hired to work with families involved in the child welfare system and struggling to find, secure, and maintain

stable housing. Criminal convictions and past evictions make securing affordable housing challenging in an already competitive market. Family Keys is a program designed for families where lack of housing is a barrier to reunifying with their children or to assist in the prevention of removing children. The Housing Navigator position provides families with supportive advocacy in navigating housing related matters, builds and maintains relationships with local landlords, provides case management services around budgeting and home management needs, and provides financial support to families as they work towards independently sustaining their housing. The design of the program is to positively impact families by keeping families together and be a cost savings as placements are a costly expense to the county.

Personnel: Family Services welcomed Emily Vehrs as a Family Resource Coordinator in the Marshfield office on August 19, 2024. Recruitment efforts continue for the Ongoing Social Worker/Case Manager.

Community Resources Update by Olivia Lloyd

Transportation: In August, the Transportation program provided 746 bus rides. Of these rides, 20 were for employment, and 89 were for medical. The program also provided 102 volunteer rides. Of these, 34 were for employment, and 67 were for medical.

WHEAP: Since the 2024 heating season began October 1, 2023, Wood County has provided Energy Assistance services to 2485 households. The program has also issued 1133 crisis payments and 86 HVAC services.

Youth Diversion Update by Angela O'Day

Personnel: A new ADP case manager joined our team on 7/1/24. This position serves 10-11 year olds in the 18 week ADP intervention. Additionally, four new social work interns joined the ADP team over summer 2024 from UW-Stevens Point and Upper Iowa University. Our ADP internship program allows us to serve additional youth each semester, as they are assigned one youth at a time and complete the intervention with support from our full time case managers and supervisor.

Summer Youth Activities: Our youth programming team volunteered at the Family Center three times over summer 2024. Youth pulled weeds and cleaned up the Family Center playground. Additionally, youth tended our Edgewater Garden during the summer and sold produce at the Farmer's Market on 8/29/24. Youth also hosted a brat fry at the Farmer's Market booth. They assisted with set up, cooking, sales, and clean-up at the event. Lastly, we teamed up Edgewater to complete a canvas art project with the residents. Youth and residents painted canvases side by side. The canvases will be on display at Edgewater.



Edgewater Haven Update by Justin Cieslewicz

Census Update: In the month of August we had 8 admissions and 8 readmissions. Current Memory Care census is 16 residents. Census comparison to last year:

August 2023 – 45.48 average census with 6.74 rehab
 August 2024 – 44.10 average census with 5.65 rehab

August 2023 – Admissions 12/Discharges 10/Readmissions 10/Deaths 3

August 2024 – Admissions 8/Discharges 8/Readmissions 8/Deaths 1

Personnel Update: Open positions of writing this: Nursing – Licensed Nurses: 2 fulltime nurses, 1 part-time nurse

Support to Hilltop of Pepper CBRF: Hilltop of Pepper CBRF experienced a fire at their assisted living facility in July of 2024. Edgewater Haven provided emergency assistance and housing on a temporary basis to 17 residents of Hilltop of Pepper CBRF. The last resident of Hilltop of Pepper CBRF discharged to another setting on August 9. Throughout the emergency assistance of Hilltop of Pepper, Edgewater Haven’s staff provided the highest levels of compassion and professionalism to ensure the comfort and safety of both Hilltop and Edgewater residents.

Norwood Health Center Update Health Information Department by Jerin Turner

In August, we experienced a vacancy for the full time receptionist, which has been filled by one of our casual receptionists. We are actively recruiting to fill the casual receptionist role.

We met the 8/15 deadline for submitting the 2023 patient level data to Quality Net, a division of the Centers for Medicare and Medicaid Services (CMS) that handles the reporting of psychiatric hospital quality measures.

Norwood Nursing Department by Liz Masanz

We are currently utilizing three agency CNAs to cover open positions. There are 6.00 vacant CNA FTEs at this time, along with one casual CNA position. We also have two full time CNAs out on leave at this time. We continue to struggle recruiting CNAs, namely candidates actually showing up for a scheduled interview and then following up with us after the interview/verbal offer being made. For nurses, we have a 60% weekender RN position, casual RN position, and a 100% RN position vacant and posted. We also have two nurses out on leave, which in conjunction with the open positions, has necessitated bringing in an agency nurse for a 12-week contract. With the current vacancies and leaves, staffing has certainly been a large challenge for the past couple of months. We are incredibly grateful for our dedicated staff working extra hours to help cover the schedule, including licensed/certified staff in other positions throughout the facility, as well as management staff.

Admissions Unit: The average census for the month of August was 8.00 and 6.71 year-to-date. Average length of stay for August was 8.42 and 6.29 YTD. There were thirty-one admissions and thirty-six discharges, with four 30-day readmissions. There have been 257 admissions YTD.

The crisis line transition to Northwest Connections occurred at the end of the month. The hospital unit staff interact very heavily with the crisis interventionists to coordinate admissions, so we have been working through navigating and adjusting to some of the associated changes.

We continue to recruit for two casual therapy assistants, who complete groups with the patients on the weekends.

Long Term Care: The long- term care unit had one admission and no discharges in August, with an average census of 10.58 on Crossroads and 13.91 on Pathways, with the year to date averages being 9.66 and 12.96 respectively.

The team continues survey preparation, meeting weekly to review critical element pathways and revised processes/policies as needed. We anticipate survey occurring late October/early November.

Court proceedings continue against the former social worker, with the plea/sentencing hearing set for 9/18.

We are currently recruiting to replace the client services assistant position.

Flu season is coming up. We have sent out consents to guardians and will be vaccinating in October. Along with that, CDC is recommending a booster for COVID-19 for anyone over six months of age, so we will be working on obtaining consents for COVID vaccines also.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of August were 6,203 with revenue of \$45,509. Meals for the year are 47,528 with revenue of \$351,008.

As of writing this, we have a .50 FTE dietary aide vacancy. We have been actively recruiting for this role.

With coverage and succession planning in mind, our current congregate meal coordinator is being trained for back up duties for the food services supervisor. They have also been enrolled in the certified dietary manager course, which is completed completely online self-paced within a year of enrollment.

Norwood Maintenance Department by Lee Ackerman

There is little to report on CIP this month, as our focus has been on the lobby security renovations and the water disinfectant system install.

Capital Improvement Updates: 2023 Carry Over Projects

Building Security- Lobby: Work is nearly finished with the lobby renovation. Walls are in and painted, new flooring and base molding have been installed, and doors and cabinets are being installed soon.

Capital Improvement Updates: 2024

Water Pipe Replacement, Phase. 1: The contract with the design firm has been executed. The timeline for start of the design/engineering portion of the project will not begin until the fourth quarter of this year, with expected completion of design documents the first quarter of 2025.

Other Maintenance:

Water Management: The water disinfecting system was installed this month, though not without some challenges. Positioning the new devices has been tricky due to the nature of Norwood's hot water supply/recirculating system. However, this has been accomplished and we are now working on calibrating the amount of disinfectant to our usage. We were advised that the levels will be inconsistent at first due to the chemical being used up quickly on the built-up biofilm in the pipes, but should even out shortly. We plan to take another round of water sample for testing in September which will show hopefully show our progress.

Bridgeway Transition: We continue to convert this space to meet the new program needs as it transitions away from the crisis line and crisis CBRF. Work is nearly completed.

MINUTES
CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, October 2, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Leichtnam, Tim Hovendick, Wayne Schulz, Joe Behlen, Russ Perlock

MEMBERS EXCUSED: Tom Buttke

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present.
2. The following comments were made under public comment
 - a. Chair Leichtnam & Kayla Rombalski discussed “Science by the River” event to be held October 8th
 - b. First Pitch Event for entrepreneurs to be held at Mid-State Technical College on October 3rd from 5:00 PM to 7:00 PM.
 - c. Marathon County resident Trine Spindler and Clark County Board Chair Tim Wilcox spoke in opposition to the use of the Ag Research land Wood County owns in Marathon County to be used for wind turbines/wind farm.
3. The minutes of September 4, 2024, were presented. Motion by Schulz/Hovendick to approve the minutes as presented. Motion carried unanimously.
4. Motion by Hovendick/Schulz to approve the vouchers, monthly department reports and committee reports. Motion carried unanimously.
5. Extension Area Director Solin introduced Olga Meza as the new Associate 4-H educator.
6. Rombalski updated the committee on the two Clean Sweeps held in the county this year by providing feedback and weights collected at both events.
7. Solin reviewed the 2025 Extension Educator contract with the committee. The contract will need to be approved by the committee after the county board has passed their budget in November.
8. County Planner Emily Arndt presented the Town of Saratoga zoning amendment resolution to the committee. She review the various changes proposed. Motion by Schulz/Perlock to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
9. County Conservationist Wucherpennig reviewed the status of the non-metallic mine ordinance violation as well as the manure storage ordinance violations. Both are moving through the court process.
10. Wucherpennig presented the draft LWRM Plan update, taking questions from the committee. The committee will hold a public hearing in conjunction with the November meeting before it goes to the

state and full county board for approval. More work on the plan is forthcoming before approval will be sought.

11. The next regular meeting will be held on Wednesday, November 6th at 9:00 AM.
12. Agenda items for the next meeting were discussed.
13. Chairman Leichtnam declared the meeting adjourned at 10:43 AM.

Minutes taken by Trent Miner, County Clerk, and Katie DeKleyn, Deputy County Clerk/Program Assistant and are in draft form until approved at the next meeting.

**Conservation, Education, & Economic Development Committee
October 2, 2024**

NAME	REPRESENTING
Jeff Peter Kasper	WCB #11
Bill Clendinning	WCB #13
Buss Perlock	WCB #4
T Howard	WCB #5
Wayne Schulz	WCB #1
Jeremy Solin	Extension
Kayla Rombalski	Extension
JOE BEHREN	CEED
Terri Spindler	Marathon Co
Tom Wilcox	Clark Co Board Chair
Lance Pliml	CB Chair
Burb Peeters (WebEx)	LWCD
Julie Mangel (WebEx)	P-3
Victoria Wilson (WebEx)	P-3
Jason Grueneberg (WebEx)	P-3
Brad Cook (WebEx)	P-3
Emily Additt	P-3

**NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP BOARD OF
DIRECTORS**

July 25, 2024

Northcentral Technical College
Antigo, Wisconsin

MINUTES

CALL TO ORDER: Vice Chair Lance Pliml called the meeting to order at 10:01 a.m.

ROLL CALL: PRESENT: Willaim Chaney, Forest County; Terry Poltrock, Langlade County; Greg Hartwig, Lincoln County; Ginger Deschane, Marinette County; Stephanie Holman, Oconto County; Michael Tautges, Oneida County; Bill Korrer, Oneida County; James Przybylski, Shawano County; Lance Pliml, Wood County; Brad Hamilton, Wood County; Clyde Nelson, Merrill Chamber and Autumn Timblin, Marinette County Economic Development/Tourism. **EXCUSED:** Mike Miller, Forest County; Keri Beck, Langlade County; and Ray Reser, Portage County. **ABSENT:** Chase Erickson, Florence County and Jacob Hartwig, Shawano County. **OTHERS PRESENT:** Malorie Paine, Plover Chamber and Angie Close, Langlade County Economic Development. **WCA STAFF:** Sarah Diedrick-Kasdorf.

APPROVAL OF MINUTES: Motion by Hamilton, second by Przybylski, to approve the minutes of the March 28, 2024 meeting. Motion carried.

HISTORY OF THE NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP AND BYLAWS REVIEW: Sarah Diedrick-Kasdorf provided a history of the North Central Wisconsin Tourism Partnership – originally started in 1997 as the North Central International Trade Business and Economic Development Council (ITBEC), bylaws revision in 2023 to change name and purpose to reflect focus on tourism. She explained the board and committee structure – each county can appoint up to two members on the board, one of whom needs to be an elected or appointed county official; each county appoints one member to the tourism committee who shall have a background in the tourism industry. The tourism committee chair may appoint non-voting members to the tourism committee – individuals deemed to have significant interest in tourism promotion and development.

LEADERSHIP ELECTIONS:

Chairperson: Nominations were opened for chairperson of the North Central Wisconsin Tourism Partnership Board of Directors. Brad Hamilton was nominated. Motion by Korrer, second by Chaney, to close nominations and cast a unanimous ballot for Brad Hamilton as chairperson of the North Central Wisconsin Tourism Partnership Board of Directors. Motion carried.

Vice Chairperson: Nominations were opened for vice chairperson of the North Central Wisconsin Tourism Partnership Board of Directors. Lance Pliml was nominated. Motion by Hamilton, second by Przybylski, to close nominations and cast a unanimous ballot for Lance Pliml as vice chairperson of the North Central Wisconsin Tourism Partnership Board of Directors. Motion carried.

Secretary: Nominations were opened for secretary of the North Central Wisconsin Tourism Partnership Board of Directors. William Chaney was nominated. Motion by Korrer, second by Hamilton, to close nominations and cast a unanimous ballot for William Chaney as secretary of the North Central Wisconsin Tourism Partnership Board of Directors. Motion carried.

Treasurer: Nominations were opened for treasurer of the North Central Wisconsin Tourism Partnership Board of Directors. Greg Hartwig was nominated. Motion by Korrer, second by Hamilton, to close nominations and cast a unanimous ballot for Greg Hartwig as treasurer of the North Central Wisconsin Tourism Partnership Board of Directors. Motion carried.

CHAIRPERSON'S APPOINTMENTS TO THE TOURISM COMMITTEE: According to the bylaws, the chairperson of the board appoints two members of the board to the tourism committee. Chair Hamilton asked who was interested. Michael Tautges and James Przybylski expressed interest. Any other members interested in being considered for an appointment to the tourism committee should contact Chair Hamilton.

NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP FINANCIAL REPORT: Sarah Diedrick-Kasdorf reviewed the financials dated July 15, 2024. Revenues in 2024 totaled \$13,035.91; expenses paid in 2024 totaled \$5,306.28; the account balance was \$37,217.42; and unallocated revenue totaled \$28,892.70.

REPORT OF THE NORTH CENTRAL WISCONSIN TOURISM PARTNERSHIP TOURISM COMMITTEE: Clyde Nelson, Tourism Committee Chair, reported on the following: efforts to promote the region as a whole; exploring additional trade shows to attend in 2025; impact visiting a region has on other decisions – retirement, college, etc. (halo effect).

DUES FOR 2025: Motion by Korrer, second by Przybylski, to maintain 2025 dues at current levels. Motion carried.

PARTNER REPORTS: Jim Rosenberg from the Wisconsin Economic Development Corporation (WEDC) reported on the following: Community Development Investment Grants, small business program that provides funds to economic development corporations/chambers that work with small businesses – more information on the program to be announced soon; start-ups.

MEETING SCHEDULE AND LOCATIONS: The next meeting will be held on September 26, 2024 in Marinette. The board agreed to continue to meet the last Thursday of every other month. Meetings will be hybrid ; the in-person location will rotate among member counties.

WCA UPDATE: Sarah Diedrick-Kasdorf discussed the In the Board Room series and the WCA Annual Conference. Lance Pliml discussed the passing of Racine County Executive Jonathan Delagrave, the appointment of Washington County Board Chair Jeff Schleif to the WCA Board of Directors and the WCA Audit Committee – association in excellent financial position.

ADJOURN: Chair Hamilton adjourned the meeting at 11:15 a.m.

Extension Wood County staff led, delivered, planned or collaborated on all of the following activities:

4-H POSITIVE YOUTH DEVELOPMENT

Laura Huber, 4-H Program Educator

Olga Meza, 4-H Bilingual Associate Educator

- Olga Meza joined Extension Wood County as the new 4-H Bilingual Associate Educator.
- 4-H educator Laura Huber and AmeriCorps member Malina Carattini provided hands-on activities to engage youth in 4-H experiences at the Central Wisconsin State Fair. These activities served as 4-H promotion and were much appreciated by parents.
 - The activities provided included: daily craft centers with three different crafts each day, progressive Ag Safety Zone with five safety activity stations, scavenger hunts, daily guessing jars and 4-H t-shirt days.

AGRICULTURE

Matt Lippert, Agriculture Educator

- Planning for a Pasture Walk. The goal is to reach dairy producers that graze, other livestock grazers and a focus on organic grazing so that they will gain skill and confidence in utilizing grazing on their farms.

COMMUNITY DEVELOPMENT

Kayla Rombalski, Community Development Educator

- Submitted an application for Wisconsin Rapids to host the Wisconsin Connecting Entrepreneurial Communities Conference in 2025. This statewide conference would bring attention to the Wisconsin Rapids area, spotlighting recent development and the area's entrepreneurial ecosystem. Selection of host city will occur in November.
- Planning for funding opportunities in the City of Pittsville to support the "CranCity" project. This project has already received support from the Wisconsin Economic Development Corporation's (WEDC's) Office of Rural Prosperity "Thrive Rural" program. Additional grant opportunities are available. The impact of this project is to increase the economic vitality of the Pittsville area and the County.
- Basic grant proposal workshop for local government, businesses, and organization members and staff. The goal of this effort is for people to learn how to find, write and apply for grants so that they can carry out the activities of their organization, business, or government unit.
 - **Testimonial from a future grant applicant:** "Having never written a grant, I gain an understanding of how to apply/ write for a grant properly and effectively and importance of key points. Thank you!"
 - **Total Reach:** 98 individuals from non-profit organizations, businesses and local governments



CRANBERRIES

Allison Jonjak, Cranberry Outreach Specialist

- The Wisconsin Cranberry Research and Education Foundation board met to discuss upcoming needs for the Wisconsin Cranberry Research Station, including a subcommittee meeting on researcher safety.
- Needs Assessments are being conducted in conjunction with field visits in all growing regions of the state.
- Several members of the Environmental Protection Agency as well as the Wisconsin Association of Professional Agricultural Consultants attended a tour of a commercial cranberry marsh in Warrens as well as a discussion and tour of the Wisconsin Cranberry Research Station in order to understand the interplay between cranberry production and the Endangered Species Act.
- An introductory phone call was made with the grower relationship manager for a cranberry buyer to establish a relationship with him and with growers he works with.
- Eight marshes were visited across three days to develop grower relationships and conduct Needs Assessments.
- Following feedback collected by needs assessments and evaluations, a grower desire was identified that Cranberry School have a balanced blend of foundational research and applied topics. Cranberry Outreach Specialist convened a meeting of the Wisconsin State Cranberry Growers Education Committee to discuss solutions to this desire, and the decision was made to offer Cranberry School in a double-track mode for 2025.
- A Fruit Crop and Hazelnut Seminar combined with a Twilight Garden Tour was held at the Spooner Agricultural Research Station for home growers of specialty crops and fruits in the northwest region of the state. Information on disease, nutrition, planting preparation, and genetics was presented.

FOODWISE

Hannah Wendels-Scott, FoodWise Nutrition Educator

Mallory McGivern, FoodWise Administrator

Michelle Van Krey, Healthy Communities Coordinator

- A partnership with United Way/Hunger Coalition, FOCUS Food Pantry, and the Housing Authority of Wisconsin Rapids that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive around 25-30 pounds of nutritious foods to stock their pantry with. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security.
 - **Total Reach:** 80 senior households monthly
- A monthly series of nutrition education lessons for adults/older adults, where participants learn about the benefits of making healthy choices and balancing physical activity with food and nutrition. Participants engage in conversation based learning techniques, activities, and have a recipe demonstration to enjoy during class.

- **Total Reach:** 12 participants

HEALTH AND WELL-BEING

Ka Zoua Thao, Bilingual (Hmong) Community Health Worker

- Hmong youth at Wisconsin Rapids Area Middle School meet monthly to discuss various topics that affect their community. Through this effort, Hmong youth will have a better understanding of these topics and advocate for change within the Hmong community. Total Reach: 17 youth group participants
 - **Total Reach:** 17 youth group participants
- Ongoing one-on-one meetings with Hmong clients, where resources and referrals are made. Through these efforts, individual clients are able to receive support navigating through the healthcare and legal systems, and get connected with community resources.
 - **Total Reach:** 42 Hmong residents in Wood County, resulting in 4 direct clients.
- Building relationships and engaging with partners to address health needs with the Hmong community within Wood County.
- A series of strength training sessions (StrongBodies) for adults in the community, where participants engage in regular, progressive strength training and health education to improve their physical and mental health, and enhance social connectedness.
 - **Total Reach:** 12 people, 16 classes



Hmong StrongBodies participants doing a sitting overhead press.

HORTICULTURE

Janell Wehr, Horticulture Educator

- A booth at the Central Wisconsin State Fair where the general public participated in an active learning game about blossom end rot. The effort was designed to increase awareness and knowledge of resources to decrease environmental contamination and pollution due to overuse of horticulture chemicals.
- An interview for the WFHR listening audience, where listeners learned about an emergent disease affecting area lilacs as well as upcoming programming opportunities. The effort was designed to increase awareness and knowledge of resources to decrease environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
- An in person 12 session horticulture course where Wood County residents and potential Master Gardener Trainees learn the fundamental principles of IPM based gardening. The goal of this effort is to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments.
 - **Total Reach:** 4 participants



- A presentation for the general public where participants learned about lawn maintenance using ecologically sound practices. The goal of the effort was to increase awareness and knowledge of resources to address environmental contamination and pollution due to overuse of horticulture chemicals in urban and suburban environments
 - **Total Reach: 21 attendees**
- A diagnostic service for the general public, where Marathon and Wood County residents' horticultural inquiries are answered through evidence-based resources. This effort is designed to reduce pollution through horticultural product (pesticides and fertilizers) misuse.

HUMAN DEVELOPMENT AND RELATIONSHIPS

Jackie Carattini, Human Development and Relationships Educator

- Planning for monthly meetings for the Public Education and Youth Engagement committee of the South Wood County Cultural Coalition in collaboration with The Family Center, Wisconsin Rapids Public Schools, City of Wisconsin Rapids, and Mid-State Technical College. The order to determine future goals and efforts of the group with the goal of raising cultural awareness and connections in Wood County.
- A 6-session course for renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords, and manage housing expenses. Through this, those with negative rental records and those new to renting are able to increase their ability to find and keep safe affordable housing, thereby increasing their stability and decreasing their reliance on public supports.
- A 10 session virtual series (Aging Mastery Program) for seniors, where participants develop sustainable self-care behaviors related to exercise, nutrition and emotional well-being. The goal of this program is to improve health, strengthen economic security, enhance well-being, and increase societal participation among older adults.
- A 6-session course for renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords, and manage housing expenses. Through this, those with negative rental records and those new to renting are able to increase their ability to find and keep safe affordable housing, thereby increasing their stability and decreasing their reliance on public supports.

NATURAL RESOURCES

Anna Mitchell, Natural Resources Educator

Jen McNelly, Natural Resources Educator

- Evaluating response from a survey of agencies and organizations that support farmer networks in Wisconsin. The survey was conducted to better understand how farmer networks are functioning and the nature of support they receive from collaborators/partners. Results from the survey data have been used to inform decisions about what types of support are most beneficial and needed by farmer networks and



their collaborators/partners. Discussion about survey results and the future of the project have been had with partner organizations such as the Department of Agriculture, Trade and Consumer Protection.

- A study to better understand the dynamics of nitrate leaching and examine the feasibility and impact of interseeding cover crops in potato systems. This work will help potato growers improve their practices to minimize nitrate losses.

- A field day for farmers and non-farmers in and around the Big Roche-A-Cri watershed, where attendees learned about an on-farm research project that was conducted by Farmers of the Roche-A-Cri and Petenwell & Castle Rock Stewards group members and Extension and UW-Madison researchers. Through this field day, attendees learned about the dynamics of nitrate leaching and examined the feasibility and impact of interseeding cover crops in a potato system. Attendees also learned ways in which on-farm research trials will help potato growers improve their practices to minimize nitrate losses.



Natasha Paris, Regional Crops Educator, discusses the project and how they are examining nitrate leaching in potatoes.

- **Total Reach:** 25 attendees including agency staff, non-farming community members, producers and agronomists
- An outdoor field trip for high school students in the Nekoosa School District, where students rotated to multiple stations hosted by conservation professionals and group members of a citizen led lake protection group. Through this field trip, students engaged in hands-on learning experiences about the impact actions have on water quality, how groundwater moves through the landscape, the benefit of native shoreline plants, and the risk of aquatic invasive species. Students also learned ways to become involved in citizen led water restoration efforts and discovered possible career paths in conservation.

- **Total Reach:** 20 students (grades 11-12)
- Planning for Science by the River, a free, one-day, outdoor event (October 5, 2024) for community members of all ages from Wood County and surrounding areas. The goal of this event is to celebrate science and the outdoors through Discovery Stations that explore different fields of science through information, demonstrations, and hands on learning opportunities. Through this event, attendees will learn about opportunities to engage in science and conservation related organizations, and will gain a better understanding of science and conservation efforts within their communities.



Science By The River
Wisconsin Rapids

- *Extension educators Kayla Rombalski, Hannah Wendels-Scott and Janell Wehr are also assisting with Science by the River planning and preparation.*



Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Barb Peeters - September 2024

- Answered phones, took messages, replied to emails and processed incoming and outgoing LWCD mail.
- Uploaded Cover Crop Field Day flyer onto LWCD website for event on Sept. 17th.
- Created online form for registrations for the Sept. 17th Cover Crop Field Day. Lined up caterer for the event lunch (lunch provided by Wood Co. LWCD via grant funds). Tracked RSVPs via both the online form and by phone; worked with caterer to set lunch menu and submitted final head count by deadline.
- Attended September 4th CEED committee meeting via WebEx.
- Processed and submitted three cost-share reimbursement requests to DATCP for cover crops totaling \$4,410.00 (A. Weiler & Flying Dollar/L. Scheuer).
- Emailed 2025 WI Land + Water poster contest information to all Wood County school teachers (public & private). Updated email list. The 2025 theme is "Home is Where the Habitat Is". Poster judging will take place on 1/27/25 with top 3 in each age bracket advancing to the area contest on 1/30/25 in Portage County.
- Organized County Board packet materials and electronically submitted to the County Clerk's office.
- Attended Sept. 10th Wellness Committee meeting and shared updates with LWCD staff & Parks/Forestry staff.
- Replied to customer inquiries via phone & email regarding the 2025 tree/shrub/seed sale.
- Shared Land & Water mailing list for Wood County Public & Private school teachers with the Wood Co. Parks & Forestry Dept. to utilize for their upcoming logo contest.
- Reviewed the September DATCP Monthly Report and shared with LWCD staff. DATCP has updated most forms (cost share contracts, reimbursement forms, extension requests, etc.) and will use only the updated forms beginning Jan. 1, 2025. Saved updated forms to file and entered LWCD information into form templates.
- Purchased snacks for CEED tour and attended the CEED tour on September 13th.
- Scheduled, attended and took minutes at September 16th staff meeting.
- Created spreadsheet to track \$119,500.00 in ARPA funds awarded to the Land & Water Conservation (\$19,500 for drone/training/insurance/certification; \$90,000 for Water Quality Improvement Practices (residue management \$25,000, cover crops \$25,000, harvestable buffers \$40,000); and \$10,000 for Field Test Plots/Training/Field Days). Assisted County Conservationist with identifying appropriate accounts for funds.
- Drafted cost share agreement template for use with ARPA Water Quality Improvement Practices.
- Reviewed timeline for revision of the 2025 Land Water Resource Management Plan with County Conservationist frequently throughout the month in order to meet deadlines.
- Participated in the Cover Crop Field Day at Dustin Albert's farm on Sept. 17th. Assisted with set-up, delivery of lunch & clean up. Twenty-three people attended the event. It was very informative with a lot of great questions and discussion regarding the equipment show & tell, interseeding demo, demo pit to view cover crop root growth and the side-by-side early corn cover crop trial.
- Completed LWCD payroll percentages and forwarded to Finance prior to September 5th & 19th payrolls.
- Reviewed payroll reports and payroll registers.
- Generated cost share contracts for cover crops (T. Slattery, J. Bernick).
- Assisted with rusty crayfish trapping at Pittsville School, plant check for a report of giant hogweed (invasive species) for a landowner in Marshfield, and plant check for report of phragmites (invasive species).
- Updated Wellness bulletin board with 4th quarter information and assisted Human Services Wellness Rep with updating both Human Services Wellness bulletin boards.
- Processed cost share payment to landowner utilizing MDV funds (J. Bernick).
- Deposited AWO permit payments and no-till drill rental payments as received.
- Attended the EPPIC Field Day on September 24th showcasing drone application of cover crops.
- Followed up on a cost share contract missing the required landowner signatures/dates.
- Cancelled two cost-share contracts after landowner changed mind on cost sharing two fields.
- Processed department invoices/vouchers and deposits weekly for submission to the Treasurer/Finance.
- Electronically submitted staff reports/packet materials to the County Clerk's office for CEED packet.

Activities Report for Kyle Andreae – September, 2024

- September 2 – Holiday
- September 3 – Ruess permitting
- September 4 – Ruess permitting
- September 5 – Bauer design modifications
- September 6 – Bauer design modifications
- September 9 – Ruess permitting, Bauer construction inspection
- September 10 – CREP boundary repair preparation, Bauer as-built
- September 11 – Gorst site visit, Gorst design
- September 12 – No-till drill move and repair, Gorst design
- September 13 – CEED Tour
- September 16 – Staff meeting, Keuffer construction inspections
- September 17 – Albert field day
- September 18 – Keuffer construction inspection, Ruess permitting, Mentorship meeting.
- September 19 – Keuffer design review
- September 20 – No till drill repair, Keuffer stakeout
- September 21 – Keuffer communication and staging
- September 23 – CREP supply acquisition and map review
- September 24 – Keuffer construction inspection, CREP stakeout
- September 25 – Trailer repair, Gorst design change review, Keuffer construction inspection
- September 26 – Gorst design change review, Keuffer construction inspection
- September 27 – Keuffer construction inspection
- September 30 – Keuffer construction inspection

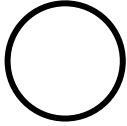


Activities Report for Kendra Wilhelm – September 2024

- Attended the monthly Lakes & Rivers Partnership meeting. September's topic was aquatic invasive species and aquatic plant management.
 - The focus was about the Lake Monitoring & Protection Network grant cycle and rollout of the new grant application materials.
- Participated in a Management Plan Implementation grant determination of eligibility meeting with DNR Lakes Biologist Scott Provost.
- Participated in a final planning meeting for the joint field day with EPPIC at Albert Acres.
- Attended a webinar to learn more about what NRCS programs are available to better align producer goals with the correct program.
- Participated in the regional nutrient management meeting.
 - Version 3 of SnapPlus will have a soft rollout in 2025. Training resources are now available online.
 - Wisconsin NRCS 590 Standard is currently in the process of being updated. The rollout of the new 590 Standard is slated for 2026.
- Presented on the rusty crayfish trapping project at Pittsville High School.
- Participated in the CEED tour.
- Submitted the 2025 Lake Monitoring and Protection Network (LMPN) grant application.
- Submitted the 2025 Management Plan Implementation surface water grant pre-application.
- Participated in the September 16th staff meeting.
- Wrote an educational article about native plants and their benefits for the Nepco Lake District.
- Attended the September 16th Nepco Lake District Board Meeting.
- Assisted with and attended the cover crop field day at Albert Acres hosted by the Wood County Land & Water Conservation Department and EPPIC.
- Assisted with the deployment of the rusty crayfish traps in the Yellow River near the Pittsville High School.
- Assisted with the rusty crayfish trapping project at Pittsville High School periodically throughout the month.
- Had discussions with multiple landowners regarding cover crop and nutrient management cost-sharing as well as verified cover crops.
 - 1,220.9 acres of cover crops have been cost shared so far this year.
- Created and shared an educational poster regarding waterfowl hunters helping to prevent the spread of aquatic invasive species.
- Responded to a call regarding a potential giant hogweed population. The population was confirmed to NOT be giant hogweed.
- Attended a cover crop field day hosted by Marathon County. The topic of the field day was seeding cover crops via a drone and on-farm cover crop trials.
- Met with a farmer to complete their nutrient management checklist.
- Transported the drill to one landowner.

Activities Report for Rod Mayer – September 2024

- Landowner correspondence for Wildlife Damage program options.
- Printed Ch. 30 info from DNR and went over with Shane. Possible coverage for permitting on upland areas of mine sites.
- New Act 82 enrollment for Spreeman. Create enrolled lands maps, site visit, calculated gross and huntable acres, created enrollment and permit application forms, send info for signatures.
- Correspondence with Tom Altman for Ron Bohn mine site – NMM file and maps – Ch. 30 discussion. Discussed with DNR and Shane.
- Processed Spreeman Act 82 wildlife damage permits – updated DNR database – email to DNR – etc.
- Tom Altmann phone meeting discussing Ron Bohn Site – Ch. 30 if continue, shoreland zoning, etc.
- Researched Fazio wildlife fence contract. Contacted DNR Wildlife Damage Program – discussed fence modification to contract – adding landowner built fence to Fazio contract – removing portion of contract fence due to purchase of Fazio land by adjoining cranberry/hops producer.
- TEAMS meeting with DNR Ch. 30 and Tom Altmann to discuss purchase of Ron Bohn mine site and continuation – terms to transfer to Ch 30 permitting – etc.
- Arendt Cranberry – Fazio fence site visit. Inspected existing contract fence, inspected landowner built portion adjoining Fazio fence, discussed options to open the two closures to combine, documented with pictures, created document and updated files. Re-mapped fence to show changes. Created narrative for fence change and change in ownership per DNR guidance.
- Pond info for exemption sent for existing pond to Harris.
- Processed Saratoga Cranberry Act 82 wildlife damage permits – updated DNR database – contacted DNR biologist – etc.
- Weiler pond complaint, researched and tracked down owner, made contact and explained rules, sent exemption application and info to landowner.
- Knuth wildlife damage alfalfa appraisal – 3rd crop. Created field map, appraisal worksheet, completed field appraisal, mapped damage with acre calculations, completed damage calculations, updated DNR database and file.
- Met with landowner for pond build info – created maps, wetland advice, printed documents.
- New Act 82 enrollment for Breuch. Create enrolled lands maps, site visit, calculated gross and huntable acres, created enrollment and permit application forms, send info for signatures.
- Set up Deer Donation program. Contact to pantries (Pittsville PANS and St. Vincent DePaul) sent participation paperwork to pantries. Contacted processors with a new participant this year (Lindsay Locker, Pittsville Meats, and OMG Butchering). Created enrollment paperwork and put binders together for processors – site visits for signatures and hand out of needed forms to participate. Completed County participation forms. Sent all enrollment paperwork for the program to DNR.
- Attended CEED tour.
- Staff meetings 8/29/24 & 9/16/24
- Meeting with Paul for GIS NMM mapping integration into new program (ArcPRO). Found issues with layers. Transferred all 2023 active layers into new ArcPRO program (50 sites). Discussed issues with Shane.
- Correspondence to Brad Brehm and bank for FA renewal. Reminder to Brad Brehm that cannot haul material from violation site – sent copy of stop work letter.
- Reviewed DNR wetland email for Maple Ridge 2 site. Printed and discussed with Shane. Let DNR wetlands know no concerns and the county will lift stop work order for wetland restoration work once DNR approves Earths wetland restoration plan.
- Reviewed Earths litigation response from Peter. Drafted responses, scanned documentation proving the denials listed on their document. Sent to Peter.
- Reviewed B&R-Fruin site financial assurance. Updated spreadsheet, software, and file for new expiration dates.
- Researched MidWI mine site. TEAMS meeting with Quest Engineering. Discussed putting together new reclamation plan and requirements for change of ownership and permit as well as issues that may be on the site. Scanned and sent copy of 2010 reclamation plan. Scanned and sent correspondence from 2012-2013 violation on site and 2013 wetland delineation for the site. Contacted current operator and possible new permittee and sent same correspondence. Updated Shane.
- Correspondence with Glacial Lake Cranberry for options and advice for dealing with sandhill crane flocks on the marsh and future deer fence build.
- Email/attachments to Brad Johnson (WiDNR NR Basin Supervisor) for guidance on CH 30 upland staging areas not covered by DNR CH 30 permitting – reclamation permitting guidance for Wood County.



RESOLUTION#

Introduced by Page 1 of 1

Conservation, Education, & Economic Development

EA

Motion: Adopted: 1st Lost: 2nd Tabled: No: Yes: Absent: Number of votes required: [X] Majority [] Two-thirds Reviewed by: PAK, Corp Counsel Reviewed by: Finance Dir.

INTENT & SYNOPSIS: Approve an amendment to the Town of Saratoga Official Zoning Ordinance.

FISCAL NOTE: NONE

WHEREAS, the Town of Saratoga adopted and administers a zoning ordinance to promote the health, safety, aesthetics, prosperity, and general welfare of the town; and

WHEREAS, pursuant to § 60.62(3)(a) Wis. Stats., in counties having a county zoning ordinance, no town zoning ordinance or amendment of a zoning ordinance may be adopted unless approved by the County Board of Supervisors; and

WHEREAS, on September 19th the Town of Saratoga submitted an ordinance amendment to the Wood County Department of Planning and Zoning for review and approval pursuant to the Wis. Stats.; and

WHEREAS, county review and decision concerning approval or disapproval of a town zoning amendment is limited to cases of abuse of discretion, excess of power, or error of law; and

WHEREAS, the Wood County Department of Planning and Zoning reviewed the information submitted by the Town of Saratoga and finds the town adhered to the process for zoning amendments as outlined in the Wis. Stats.; and

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, W. to Leichtnam, B.)

WHEREAS, the Wood County Department of Planning and Zoning finds no conflict with any county planning and zoning programs and ordinances; and

WHEREAS, on October 2nd the Conservation, Education and Economic Development Committee (CEED) reviewed the request and recommended approval; and

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors, pursuant to § 60.62(3)(a) Wis. Stats., hereby approves the following amendments to the Town of Saratoga Official Zoning Ordinance:

- (1) Rezoning of parcel #1800878BA located at 10620 Rangeline Road to RS-1
(2) Rezoning of parcel #1800758B located at 10720 Rangeline Road to RS-1

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Signature lines for County Clerk

Bill Leichtnam, Chair
Timothy Hovendick
Russell Perlock
Wayne Schulz
Tom Buttke, Vice Chair

Adopted by the County Board of Wood County, this day of 20

MINUTES
JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Friday, October 4, 2024

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Clendenning, Bill Leichtnam, William Voight, Russ Perlock, Tim Hovendick

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Clendenning called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Voight/Hovendick to approve the minutes of the September 6, 2024, meeting, as presented. Motion carried unanimously.
4. There were no notices of claim or dog fund claims presented.
5. The vouchers and reports from the departments the committee oversees were reviewed. Motion by Voight/Leichtnam to approve them as presented. Motion carried unanimously.
6. Health Director Smith reported on the Opioid Task force recommendations for funding using the settlement dollars. She briefly discussed the application and answered questions of the committee.
7. Criminal Justice Coordinator Saylor, along with Dr. Paula Hensel, presented a resolution requesting creation of a new nurse practitioner position within the Criminal Justice Department. This position would be fully grant funded. Questions and explanations of the committee followed. Motion by Clendenning/Hovendick to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
8. The recruitment of the Corporation Counsel was discussed. HR Director McGrath provided a written timeline to which the committee agreed with. More information will follow.
9. The committee will be conducting department head evaluations in December. Department heads will be contacted regarding self-evaluations.
10. Supervisor Leichtnam provided a report of the Citizens Water Group meeting recently held and noted the Science by the River event being held on October 5th.

11. County Clerk Miner and Corp Counsel Kastenholz brought forward an email received from Wisconsin Counties Association with a template of county board rules. The committee was receptive of using this new format. The printed versions of both the new rules and the current rules will be provided to the committee next month as a starting point.

12. The next meeting will be held on Friday, November 1st at 9:00 AM.

13. Chairman Clendenning declared the meeting adjourned at 10:14 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

**Judicial & Legislative Committee
October 4, 2024**

NAME	REPRESENTING
Russ Perlock	wCB #4
Joe Smith	Heard
Carlin Saylor	Criminal Justice
Paula Hensel	Criminal Justice Best
J. A. [unclear]	wCB #5
Lance Pliml	CB Chair



Wood County

WISCONSIN

CHILD SUPPORT
AGENCY

OCTOBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- On September 10th I met with the Wisconsin Bureau of Regional Operations to complete the annual check in.
- I attended the WCA Annual Conference on September 23rd.
- I will be attending the WCSEA Board meeting on October 1st.
- Two staff members and I will be attending the WCSEA Fall Conference in Wisconsin Dells from October 1-4.
- Agency performance is on track to meet all four Federal Performance measures. We have been diligent in our efforts to meet all the measures.
- The current IV-D case count is 3,687.



Wood County

WISCONSIN

Kimberly A. Stimac

CLERK OF
CIRCUIT COURT

October 2024

Monthly Report to the Judicial and Legislative Committee
Prepared by Kimberly Stimac, Clerk of Circuit Court

Sept. 3, 2024 – Attended the monthly Judge’s meeting.

Sept 6, 2024 – Attended the Judicial & Legislative Committee meeting and presented the 2025 budget which was approved by the committee.

Sept 17, 2024 – Attended the Wood County Board of Supervisors meeting.
Met with Katie Miloch regarding the completion of the Title IV-E program application for 2025.
Attended the annual Condemnation Commission meeting.

Sept 18, 2024 – Attended the Criminal Justice Task Force meeting.



Wood County

WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
September 2024

1. ARPA Funds. I worked with the Health Department on ARPA subrecipient contract language. Other departments may be interested in using these forms.
2. Opioid Funds. The County's outside counsel for the various opioid litigation matters needed to know exactly when the County provided a litigation hold notice to the relevant departments to enable our continued involvement in one of the group of cases. I was able to share this data as the documentation exists.
3. Corporation Counsel/Defense Counsel Forum. Every year the WCA and Aegis put on a legal training program where the Corporation Counsel and the attorneys hired by our primary insurer's TPA (third party administrator) are asked to attend. It is a day long program usually located in Wisconsin Rapids or Stevens Point and there is no charge for it so most years I attend. I contemplated not attending this year in that I will be retiring next year and often training programs are not an efficient way for me to learn. However, since it is only for a day, it is nearby, and the presenters share both electronic and hard copies of the training materials for future reference which I do find myself going back to, I did attend this program. Like usual, I did learn some things, but the greater value is the reference material I returned with.
4. HR lead management training program. On a related note, I do not plan on attending the HR management training program coming up this fall. Although I have found prior programs useful in both learning and in meeting with other management that so often I only interact with via email or telephone, I do not see it as the best use of my time at this point.



Wood County

WISCONSIN

CRIMINAL JUSTICE
DEPARTMENT

OCTOBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Criminal Justice Coordinator, Caitlin Saylor

Meetings Attended:

9/6/24: WATCP Equity and Inclusion Meeting; Judicial and Legislative Committee
9/16/24: Drug Court Staffing/Court
9/17/24: Opportunity for Hope meeting
9/18/24: Criminal Justice Task Force
9/19/24: DOJ COSSUP Meeting
9/20/24: Department Meeting
9/23/24: Drug Court Staffing/Court
9/30/24: Drug Court Staffing/Court

Drug Court

Current participants: 24
Pending Admissions: 1
2024 Terminations (Year to Date): 9
2024 Graduations (Year to Date): 3
Pending Referrals: 0

The proposed TAD 2025 Budget was approved by the Criminal Justice Task Force on 9/18/24.

Residential Substance Abuse Treatment Grant (RSAT)

Referrals received July – September 2024: 38
New Participants: 19

Wood County will received \$131,295 in grant funds to support the Medication Assisted Recovery Program in the Wood County Jail and our program will be funded until at least 2027. This program also received approval for \$60,500 in opioid settlement funds to support the case manager position and contractual services from Three Bridges Recovery.

A resolution is being submitted to support a new, grant funded position for an Addiction Medicine Nurse Practitioner position in the Wood County Jail, to start in November of 2024. The proposed job description is attached. The Wood County Sheriff's Department and Jail is supportive of this position. An application through DHS Law Enforcement Opioid Abatement Efforts was submitted for additional funding to support this position. If this grant award is not received, the RSAT grant will provide additional funding to support this position.



Wood County

WISCONSIN

REGISTER IN
PROBATE

October 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- The Probate Department is in possession of a large number of very old books relating to past mental commitments which are a confidential case type. I have been in contact with the State of Wisconsin Historical Society to see if these books are documents they would be interested in acquiring. The Historical Society uses old case files as indexes and for supplemental information in their holdings. There are specific Supreme Court Rules that must be followed to determine retention of records in book form.
- 09/09 - WI Association County Leadership virtual weekly meeting
- 09/17 – County Board Meeting
- 09/18 – CCIP (Children’s Court Improvement Program) Juvenile Clerk Meet Up
Zoom training on financial matters in juvenile cases
- 09/23 - WI Association County Leadership virtual weekly meeting
- 09/30 – WI Association County Leadership virtual weekly meeting

Tara Jensen
Register in Probate
Probate Registrar

Karrie Moore
Deputy Register in Probate
Juvenile Clerk



Wood County

WISCONSIN

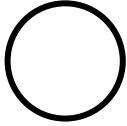
**REGISTER OF
DEEDS OFFICE**

Tiffany R. Ringer
Register of Deeds

OCTOBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

- Attended Judicial and Legislative committee meeting and budget review meeting on September 6th.
- Fidlar College was held the week of September 9th. All staff members attended free virtual training sessions offered by our software vendor, Fidlar.
- Attended the weekly WCA webinar on September 9th.
- Attended the Fidlar User Group meeting on September 10th in Stevens Point.
- On September 16, I attended WRDA District 7 meeting in Waushara County.
- Attended County Board meeting on September 17th.
- On September 23rd, along with the Registrar from Outagamie County, I manned the Wisconsin Register of Deeds Association booth at the WCA Conference in La Crosse. I enjoyed representing Wood County and the WRDA.
- Attended PRIA (Property Records Industry Association) Local meeting in Weston on September 26th. The main topic of discussion continues to be preparing counties for the Judicial Privacy Shielding Bill.
- Several staff members participated in the Wood County blood drive on September 27th.



RESOLUTION#

Introduced by Judicial & Legislative Committee
Page 1 of 1

Motion: Adopted: 1st 2nd No: Yes: Absent:
Number of votes required: [X] Majority [] Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To create one (1) PT 80% Addiction Medicine Nurse Practitioner Position.

FISCAL NOTE: Anticipated wages and benefits based recommendations by Human Resources for health care workers compensated outside of the Wood County Wage Plan,, with an effective start date of November 4, 2024 is:

Wages: \$104,000
Fringe: \$31,355
Total: \$135,355

Table with 5 columns: NO, YES, A, and 19 rows of names (Schulz, W. to Leichtnam, B.)

Source of Funding: Residential Substance Abuse Treatment grant; Wisconsin Department of Justice

WHEREAS, the Criminal Justice Department is responsible for providing programming and treatment services to justice involved individuals in Wood County, and

WHEREAS, Wood County has a significant population of justice-involved individuals who are affected by opioid and alcohol use disorder, and

WHEREAS, the Medication Assisted Recovery Program within the Wood County Jail provides vital services to inmates and clients who have health issues and substance use disorders, and

WHEREAS, an Addiction Medicine Nurse Practitioner placed within the Wood County Jail would increase service availability and medication compliance for inmates and justice-involved individuals,

WHEREAS, grant funding fully covers the cost of providing services, and

WHEREAS, the increased costs associated with this position will be fully covered through continuous grant funding and will not require county tax levy,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to,

Create one (PT 80%) Addiction Medicine Nurse Practitioner position effective November 4, 2024.
Pay: \$60/hour
Hours: 1664
FLSA Status: Exempt
Department: Criminal Justice

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Signature lines for County Board members

William Clendenning, Chair
William Voight
Timothy Hovendick
Bill Leichtnam
Russell Perlock

Adopted by the County Board of Wood County, this 15th day of October 20 24 .

County Clerk

County Board Chairman

JOB DESCRIPTION

POSITION TITLE: Addiction Medicine Nurse Practitioner

JOB SUMMARY

The Addiction Medicine Nurse Practitioner is a skilled member of the justice involved care team who provides medical and educational services to individuals according to State of WI regulations, and within the scope of the Nurse Practitioner License in the State of Wisconsin.

ESSENTIAL JOB FUNCTIONS

1. Obtains addiction medicine focused medical history and physical data to ensure accurate patient records.
2. Performs appropriate physical examinations and records findings in patient records.
3. Interprets data to determine and order appropriate laboratory and diagnostic tests.
4. Synthesizes data to establish a diagnosis and treatment plan.
5. Provides appropriate information to individuals and their identified care team concerning medications, plan of care, and treatment regimes.
6. Works collaboratively with care team members to ensure complete delivery of prescribed care.
7. Arranges appropriate referrals to other health care professionals and facilities as necessary.
8. Provides health education to individuals and their care team about ways to improve, promote, and maintain their health status, including but not limited to information on disease/disease processes, self-care practices, and positive choices.
9. Maintains accurate records, medication lists, and documentation of care and follow-up for administrative purposes and reimbursement of services.
10. Adheres to the drug formulary used by the practice to be compliant with agreement.
11. Identifies barriers to patient care flow or delivery and assists in formulating corrective action.
12. Oversees and intervenes with clinical issues and supports/directs triage by clinical staff when necessary.
13. Demonstrates responsibility for individual performance and efficient utilization of resources to ensure timely completion of duties and to promote financial viability.

14. Follows established safety precautions and procedures in the performance of all duties in order to ensure a safe environment.
15. Serves as the primary care practitioner to assigned patients and acts as a primary care consultant to other health practitioners.
16. Completes history and physical examinations, performs differential diagnostic assessments, treatment interventions, preventative health screenings, and patient education.
17. Provides recommendations for post-release primary care and participates in care coordination with community-based care providers.
18. Provides necessary information to care team regarding addictive disorders and co-occurring or co-morbidity health concerns.
19. Utilizes appropriate medication based on best practices.
20. Works closely with other care team and corrections personnel to ensure that each treatment modality is appropriate for the individual in addition to working with other medical providers, emergency room medical staff, hospital staff, and community partners.
21. Develops and/or participates in the development of patient education materials and recommends community resources to meet patient and family needs.
22. Regular attendance is required in order to carry out the essential functions of the position.
23. Reviews and meets ongoing competency requirements of the role to maintain the skills, knowledge and abilities to perform, within scope, role specific functions.

ADDITIONAL DUTIES

1. Will direct and coordinate crisis medical/clinical addiction services to specified individuals within the Wood County Jail. This includes crisis intervention, assessment, differential diagnosis, crisis treatment planning, medication assisted treatment management, engagement, family interventions, medication assisted treatment inductions, patient education, risk assessment, and discharge planning.
2. Prepares prescription orders for medications and controlled substances.

3. Triage jail staff telephone calls and troubleshoots questions to ease concerns of the individual and corrections staff.
4. Actively participates in selected committee activities.
6. Engages and staffs with the Medication Assisted Recovery Program, Wood County Adult Drug Treatment Court, and other criminal justice programming as needed.
7. Participates in ongoing training activities related to addiction, recovery and medical care.
8. Other duties as assigned.

JOB QUALIFICATIONS

EDUCATION

For positions requiring education beyond a high school diploma or equivalent, educational qualifications must be from an institution whose accreditation is recognized by the Council for Higher Education and Accreditation.

Minimum Required: Master's Degree in Nursing.

Preferred/Optional: Doctor of Nursing Practice. Certification in Addiction Nursing.

EXPERIENCE

Minimum Required: Two years of Advanced Practice Nurse Practitioner experience. Experience with prescribing medication assisted treatment medications, specifically buprenorphine and naltrexone containing products.

Preferred/Optional: One year in addiction medicine team based care specialty.

CERTIFICATIONS/LICENSES

The following licensure(s), certification(s), registration(s), etc., are required for this position.

Licenses with restrictions are subject to review to determine if restrictions are substantially related to the position.

Minimum Required: Current Wisconsin RN Licensure, Nurse Practitioner Certification by a national certifying body. Advanced Practice Nurse Prescriber Certification. Basic Life Support (BLS) certification awarded by the American Heart Association (AHA).

Preferred/Optional: None

MINUTES
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Tuesday, September 17, 2024
TIME: 9:15 AM
PLACE: Courthouse – County Board Room

MEMBERS PRESENT: Jake Hahn, Al Breu, John Hokamp, Lee Thao.

MEMBER ABSENT: Scott Brehm

OTHERS PRESENT: Trent Miner, County Clerk, Dennis Polach

1. Chairman Hahn called the meeting to order at 9:15 AM and declared a quorum present.
2. There was no public comment.
3. Highway Commissioner Hawk presented a letter of support to be sent to the US Dept. of Transportation for the Wisconsin Rapids Rail Relocation Planning grant. Motion by Breu/Thao to approve the letter to be sent out as drafted. Motion carried unanimously.
4. Chairman Hahn declared the meeting adjourned at 9:16 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

MINUTES
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Thursday, October 3, 2024
TIME: 8:00 AM
PLACE: Highway Dept., Conference Room

MEMBERS PRESENT: Jake Hahn, Al Breu (WebEx), Scott Brehm, John Hokamp

MEMBER EXCUSED: Lee Thao

OTHERS PRESENT: Trent Miner, County Clerk, see attached sign-in sheet

1. Chairman Hahn called the meeting to order at 9:00 AM and declared a quorum present.
2. There was no public comment.
3. The minutes of the September 11 & 17, 2024, meetings were reviewed. Motion by Hokamp/Breu to accept the minutes as presented. Motion carried unanimously.
4. Representatives from SRF, and engineering firm, presented a PowerPoint on the possibility of adding a new, 3-loop campground within the existing footprint of South Park. They provided conceptual designs of how it could be laid out as well as the amenities that could be included. This could add an additional 77 sites to this property. Parks & Forestry Director Schooley highlighted possible funding sources, including the state's ATV Trail fund, as a number of these site would be geared towards that. Motion by Hahn/Hokamp to approve the initial master plan for the second campground at South Park. Motion carried unanimously.
5. Representatives from Consolidated Water & Power Co., addressed the committee on the future management of its CERA Park in the Town of Rudolph. Currently it is run by a board of directors and that lease expires at the end of the year. CWPCo would be interested in leasing the park to the county with the ultimate goal of being a full transfer of the park to the county. More information will be forthcoming. Motion by Brehm/Hokamp to direct staff to continue gathering information. Motion carried unanimously.
6. The Highway Dept. staff reports were highlighted and reviewed.
7. The Highway revenue report was reviewed.
8. Motion by Hokamp/Brehm to approve the Highway Dept. vouchers. Motion carried unanimously.
9. Adjustments have been made to Ordinance #400 – Speed Limits and for them to be enforceable, an ordinance revision needs to go before the county board. Hawk

presented the document for review. Motion by Brehm/Hokamp to approve the ordinance and forward to the county board for their consideration. Motion carried unanimously.

10. Hawk reported that the CTH BB/USH 10 realignment design is continuing with the landowners. The alignment should be finalized soon with construction starting yet this year but will not be completed until 2025.
11. Hawk discussed the current situation on CTH AA/Plank Hill. The contract for design will be upcoming. Hawk is looking at various funding sources to help fund the project. The goal is to start construction in late 2025, with completion in 2026.
12. The Parks & Forestry staff reports were reviewed. Schooley stated that the Discover Wisconsin show featuring Wood County is nearly finalized.
13. Parks & Forestry revenue reports were reviewed.
14. Motion by Hokamp/Breu to approve the Parks & Forestry vouchers. Motion carried unanimously.
15. The next meeting will be held on Thursday, November 7, 2024, at 9:00 AM at the Highway Department Conference Room.
16. Chairman Hahn declared the meeting adjourned at 10:21 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.

Highway Infrastructure & Recreation Committee
October 3, 2024

NAME	REPRESENTING
Bill Clelandening	WCB # 15
CHAD SCHOOLEN	PAF
DENNIS POLACH	wcb - 14
JEFF RUTKOWICZ	WCB # 11
Bill Magee	Public
Mark Anderson	CUPCo
MARY BURNHAM	WPCo
SEAN JERGENS	SBF
Phil JOHNSON	SBF
GAIL HUTCHISON	WDMK
Stacy Klippen	WCPdF
Dea Collette	WCPdF
Fritz Schubert	wCF
Roland Hawk	w Highway
Rachel Krause	Highway
Ed Newton (Web Ex)	Finance
Lance Pliml (Web Ex)	CB Chair
Ken? (Web Ex)	
Dennis? (Web Ex)	

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues and Expenses

Crews are continuing to work on Road Aid and Bridge Aid projects, as well as some State Discretionary Maintenance projects. Revenues from all those projects will be booked as the projects are completed. Asphalt revenues will be the highest of the year in August and September as we pave some big projects.

In October, we will receive the final GTA payment from the State. With county construction projects winding down, State and Local charges are picking up.

Other

The Highway Department budget went to Operations Committee. I was available to explain the increase in our levy request and answer questions.

This month continues the educational series, Bookkeepers Corner, which I began a few months ago. The chapter this month is on the Transportation Cost Pool – Buildings and Grounds Operations.

TRANSPORTATION COST POOLS – BUILDING AND GROUNDS OPERATIONS

With regards to the Building and Grounds cost pool, per the Uniform Cost Accounting System manual, this cost pool is used to record “all expenses of operating and maintaining highway buildings and facilities. Included are highway buildings used for equipment and materials storage, offices, and machinery repair. Also included are parking lots, lighting, fences, and other facilities needed for highway operations”.

The Building and Grounds Operations cost pool is represented in Function 53270.

Debits to the pool – “Depreciation of buildings, land improvements, and directly related building equipment. Heat, light and water costs are also charged to this account.”

Credits to the pool – None.

As a reminder, the cost pools encompass both expenses and revenues. Unlike most accounting systems, the revenues within the cost pools are accounted for under expense functions (50000 series of numbers in the third segment of the County’s account numbers). The revenue accounts within those expense functions are referred to as Cost Allocation accounts.

The result of this practice, when the Transportation Cost Pool is “over-recovering” its costs, and when a particular function’s expenses and cost allocations are combined, is a credit balance (number will show in parentheses on Revenue Report). When the Transportation Cost Pool is “under-recovering” its costs, the combined accounts will show a debit balance (the number will not be in parentheses on the Revenue Report).

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Monday, September 30, 2024

		2024			
		Actual	Budget	Variance	Variance %
REVENUES					
Intergovernmental Revenues					
43300	Federal Grants-American Recovery & Reinvest Act	\$151,023.91		\$151,023.91	0.00%
43531	State Aid-Transportation	1,660,042.86	2,497,341.00	(837,298.14)	(33.53%)
43534	State Aid-LRIP	462,691.55	816,480.00	(353,788.45)	(43.33%)
	Total Intergovernmental	<u>2,273,758.32</u>	<u>3,313,821.00</u>	<u>(1,040,062.68)</u>	<u>(31.39%)</u>
Licenses and Permits					
44101	Utility Permits	21,458.34	29,200.00	(7,741.66)	(26.51%)
	Total Licenses and Permits	<u>21,458.34</u>	<u>29,200.00</u>	<u>(7,741.66)</u>	<u>(26.51%)</u>
Intergovernmental Charges for Services					
47230	State Charges	793,681.88	1,061,555.00	(267,873.12)	(25.23%)
47231	State Charges-Highway	153,966.54	307,190.00	(153,223.46)	(49.88%)
47232	State Charges-Machinery	25,671.03		25,671.03	0.00%
47300	Local Gov Chgs	417,064.37	525,383.00	(108,318.63)	(20.62%)
47330	Local Gov Chgs-Transp	711,204.83	1,130,895.00	(419,690.17)	(37.11%)
47332	Local Gov Chgs-Roads	31,398.27	424,793.00	(393,394.73)	(92.61%)
47333	Local Gov Chgs-Bridges	27,038.02	84,227.00	(57,188.98)	(67.90%)
	Total Charges to Other Governments	<u>2,160,024.94</u>	<u>3,534,043.00</u>	<u>(1,374,018.06)</u>	<u>(38.88%)</u>
Interdepartmental Charges for Services					
47470	Dept Charges-Highway	1,528,421.15	2,481,327.00	(952,905.85)	(38.40%)
	Total Interdepartmental Charges	<u>1,528,421.15</u>	<u>2,481,327.00</u>	<u>(952,905.85)</u>	<u>(38.40%)</u>
	Total Intergovernmental Charges for Services	<u>3,688,446.09</u>	<u>6,015,370.00</u>	<u>(2,326,923.91)</u>	<u>(38.68%)</u>
Miscellaneous					
48340	Gain/Loss-Sale of Salvage and Waste	8,599.95	6,700.00	1,899.95	28.36%
48520	Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)	(100.00%)
	Total Miscellaneous	<u>8,599.95</u>	<u>26,700.00</u>	<u>(18,100.05)</u>	<u>(67.79%)</u>
Other Financing Sources					
49110	Proceeds from Long-Term Debt		2,137,517.00	(2,137,517.00)	(100.00%)
49280	Transfer from Trust Funds	462,691.55		462,691.55	0.00%
	Total Other Financing Sources	<u>462,691.55</u>	<u>2,137,517.00</u>	<u>(1,674,825.45)</u>	<u>(78.35%)</u>
	TOTAL REVENUES	<u>6,454,954.25</u>	<u>11,522,608.00</u>	<u>(5,067,653.75)</u>	<u>(43.98%)</u>

EXPENDITURES					
Public Works-Highway					
53110	Hwy-Administration	417,554.99	413,359.51	(4,195.48)	(1.01%)
53120	Hwy-Engineer	174,080.52	271,100.38	97,019.86	35.79%
53191	Hwy-Other Administration	276,181.77	364,803.97	88,622.20	24.29%
53210	Hwy-Employee Taxes & Benefits	(765,721.61)	(0.01)	765,721.60	#####
53220	Hwy-Field Tools	(52,433.76)	(0.08)	52,433.68	#####
53230	Hwy-Shop Operations	257,722.94	331,761.59	74,038.65	22.32%
53232	Hwy-Fuel Handling	(14,173.13)	(23,105.00)	(8,931.87)	38.66%
53240	Hwy-Machinery Operations	(1,217,712.54)	(580,718.15)	636,994.39	(109.69%)
53250	Hwy-Crushing Operations	39,910.10	0.44	(39,909.66)	#####
53251	Hwy-Crushing Operations Production	103,290.16	(0.13)	(103,290.29)	#####
53260	Hwy-Bituminous Ops	91,799.12	234,143.57	142,344.45	60.79%
53266	Hwy-Bituminous Ops	1,312,452.27	1,957,351.50	644,899.23	32.95%
53270	Hwy-Buildings & Grounds	201,727.89	376,257.96	174,530.07	46.39%
53290	Hwy-Salt Brine Operations	20,085.85	(0.40)	(20,086.25)	5,021,562.50%
53291	Hwy-Salt Brine Operations	1,339.88	(0.40)	(1,340.28)	335,070.00%
53281	Hwy-Acquisition of Capital Assets	1,106,040.44		(1,106,040.44)	0.00%
53310	Hwy-Maintenance CTHS		23,742.92	23,742.92	100.00%
53311	Hwy-Maint CTHS Patrol Sectn	2,850,430.42	2,895,462.40	45,031.98	1.56%
53312	Hwy-Snow Remov	548,887.54	907,384.18	358,496.64	39.51%
53313	Hwy-Maintenance Gang	119,787.77	217,092.62	97,304.85	44.82%
53314	Hwy-Maint Gang-Materials	5,733.70	3,160.00	(2,573.70)	(81.45%)
53320	Hwy-Maint STHS	906,358.76	1,061,555.11	155,196.35	14.62%
53330	Hwy-Local Roads	1,194,624.64	1,130,894.59	(63,730.05)	(5.64%)
53340	Hwy-County-Aid Road Construction	376,731.03	478,363.75	101,632.72	21.25%
53341	Hwy-County-Aid Bridge Construction	302,781.98	134,227.18	(168,554.80)	(125.57%)
53490	Hwy-State & Local Other Services	427,901.18	525,383.46	97,482.28	18.55%
53491	Hwy-ATV Route Signage		40,000.01	40,000.01	100.00%
	Total Public Works-Highway	<u>8,685,381.91</u>	<u>10,762,220.97</u>	<u>2,076,839.06</u>	<u>19.30%</u>
	Capital Outlay				

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Monday, September 30, 2024

		2024			
		Actual	Budget	Variance	Variance %
57310	Highway Capital Projects	1,831,896.63	2,246,682.03	414,785.40	18.46%
57930	Depreciation & Amortization	1,967.47		(1,967.47)	0.00%
	Total Capital Outlay	<u>1,833,864.10</u>	<u>2,246,682.03</u>	<u>412,817.93</u>	<u>18.37%</u>
	Other Financing Uses				
59210	Transfers to General Fund	462,691.55		(462,691.55)	0.00%
	Total Other Financing Uses	<u>462,691.55</u>		<u>(462,691.55)</u>	<u>0.00%</u>
	TOTAL EXPENDITURES	<u>10,981,937.56</u>	<u>13,008,903.00</u>	<u>2,026,965.44</u>	<u>15.58%</u>
	NET INCOME (LOSS) *	<u>(4,526,983.31)</u>	<u>(1,486,295.00)</u>	<u>(3,040,688.31)</u>	<u>204.58%</u>



Parks & Forestry Department Reports

October 3, 2024

Director Report, by Chad Schooley

- Continue assisting with South Park storm shelter project management. Final punchlist items are being completed. Hwy Dpt. will be paving parkinglot in October.
- With the release of ARPA funds for the South Park storm shelter overage, there is now sufficient funds in the Parks Capital Projects account to move forward with the Powers Bluff maintenance shop construction project. Site prep to be completed over the next month, with construction starting this fall, pending contractor availability.
- Consultant will be giving presentation on the South Park campground design at our HIRC meeting.
- Representatives from Consolidated Water Power Company (CWPCO) will be at the HIRC meeting to discuss future management of CERA Park.
- Assisting McMillan Electric with permit applications and planning for electrical service install feeding the new Powers Bluff trailhead parking lot.
- With approval of ARPA funding for the new trailhead shelter building at Powers Bluff, we are beginning process of selecting consultant for final design of building for permit submittal.
- Met with P&Z staff and representatives from North Central Wisconsin Regional Planning Commission (NCWRPC) regarding updating the Parks, Recreation and Open Spaces Plan in 2024-25.
- **Special Use Permits**
 - None at this time

Maintenance Program Supervisor Report, by Dan Vollert

Construction Projects

- South Park-New Campground Entrance Gate installed.
- South Park- Old wood fence roof replacement is complete.
- NEPCO-Erosion control and walk path upgrades.
- North Park-Reshaped, surfaced, and landscaped 4 camp pads, 2 left to complete this year.
- North Park-south campground Entrance/Exit Road to be widened & uplifted by Wood County Hwy. Dept., tentatively the beginning of October.
- Dexter Park-Reshape and level out camp pads to appropriate size.
- Powers Bluff-Shop location flagged out for site work.

Maintenance Operations

- South Park: 2025 Chevy 1 ton from Wheelers has been picked up. Truck at Monroe Inc. getting fitted for dump box & tool box.
- South Park: Woman's side of showerhouse walls being stripped of dairy board and block painted.
- North Park: Emerald Ash Borer Trees and Oak Wilt trees being removed. Cleaning up wood storage area.
- Richfield 360: Trails/primitive campsites mowed.
- Dexter Park: Dam dike being brushed/weed trimmed.

- Dexter Park: Uplifting trails north and west of campground areas. Also hauling sand to beaches & playgrounds
- Powers Bluff: Tube, ski hill, and hiking/bike trails are mowed.
- NEPCO: Entrance Road shouldering done by staff. Walk Trail/Cross Country Ski Trail parking lot was reshaped and sign moved.
- New Felling 24 ton equipment trailer should be ready for pickup end of October.

Employee Matters

- LTE's finishing up for the summer. Had a full crew for the summer season.
- Rangers going back to 40 hour work week till campground season ends.

Snowmobile/ATV

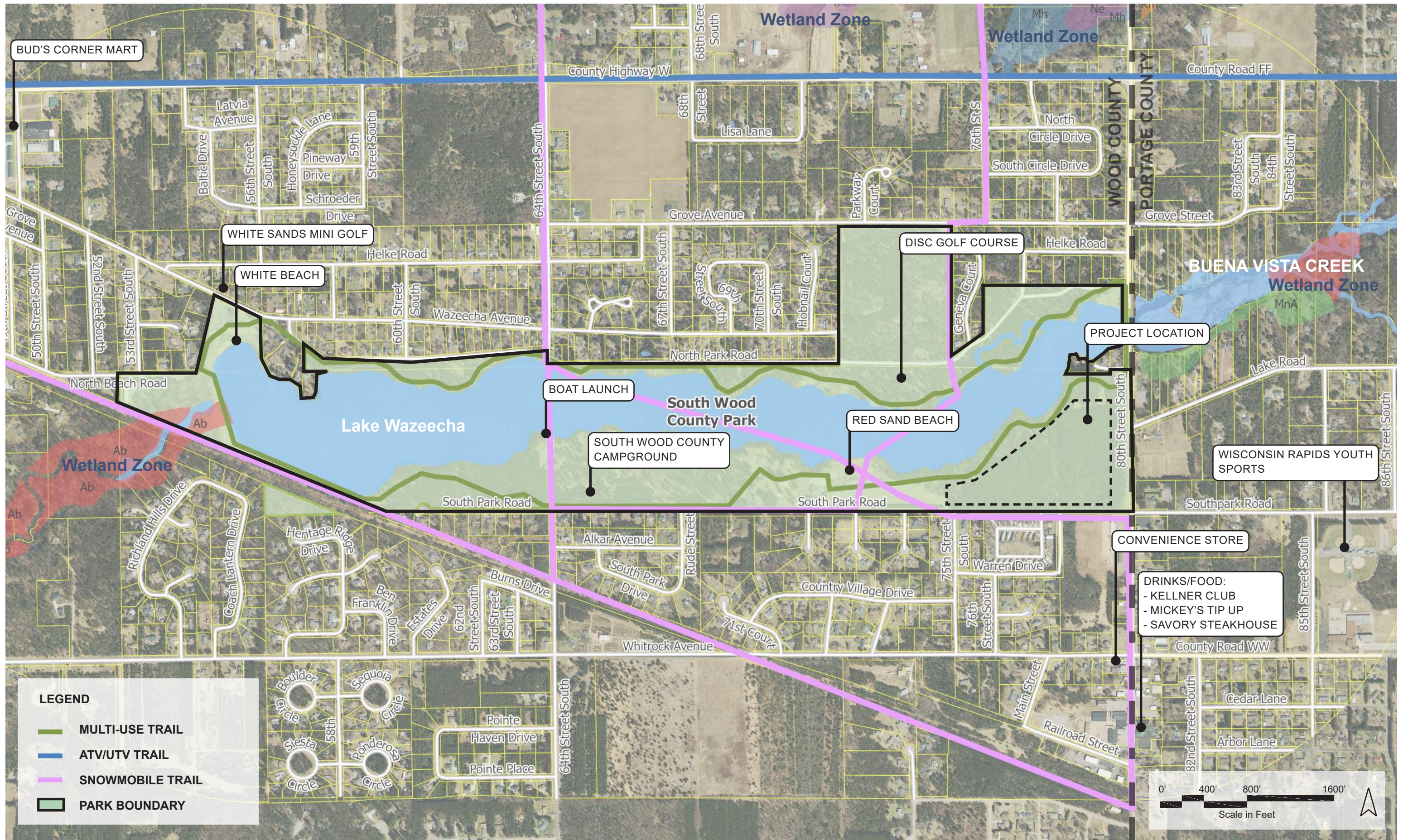
- Attended first AWSC meeting of 2024-25 season, at Sherriland Ballroom, on Sept. 9th.
- Attended ATV Council Meeting in Weston on Aug. 28th. Wood County received two Grant Awards- Hay Creek ATV Trail Cost Amendment Grant & ATV Intensive Use Area New Trail north to Range Road Grant.
- Auburndale (DH) Snowmobile Bridge project off of CTH N east of Arpin has been awarded to Earth, Inc. Should be started late fall early winter.
- Hay Creek ATV project: The bridge install company, Janke General Contractors, Inc. has ordered the bridge and installation is set for October. Peterson Road section is completed with road base/culverts. Currently working on Hay Creek Section. 1.5 miles of 2.5 miles completed.
- Rudolph Plum Road Project is almost completed. A final load of fill and leveling out culvert site will be done this fall.

Office Supervisor Report, by Stacie Kleifgen

- Continued work on updating Parks & Forestry ordinances
- Attended Fall HIRC Tour
- Prepared net cost table for shelters and camping to aid in revenue forecasting
- Began updating yearly forms/calendars

Forest Administrator Report, by Fritz Schubert

- Timber Sales: Two active timber sales in September showing slow progress. Three additional timber sales have been cut but wood has largely been stranded since spring breakup due to wet ground aconditions and limited access. Contractor is currently trucking this remaining wood and should be wrapped up soon (weather permitting).
- Timber sale establishment Compartment 56.
- Chemical site prep with use of drone contractor scheduled occurred September 2, 2024. Approximately 90 acres on 5 different sites were treated. Plans are to plant these sites in spring 2025 with red and white pine seedlings from WDNR nursery.
- Investigated illegal deer stands and food plots. Contacted DNR Warden and Wood County Law Enforcement. Removed illegal prefab elevated blind and ladder stands.
- Attended WCFA Legislative/certification meeting, also a portion of annual fall meeting.
- Forestry Technician: Cleaned (2X) and mowed shooting range, Hay Creek ATV trail ditching and road base: Peterson Road portion of ATV trail substantially completed, Hay Creek Road portion currently under construction.



Site Context

CAMPGROUND DATA

LOOP 1 BACK-IN SITES (FULL HOOKUP):
 - 60' LONG CAMPSITE WITH ENTRANCE APRON
 - 24 TOTAL SITES

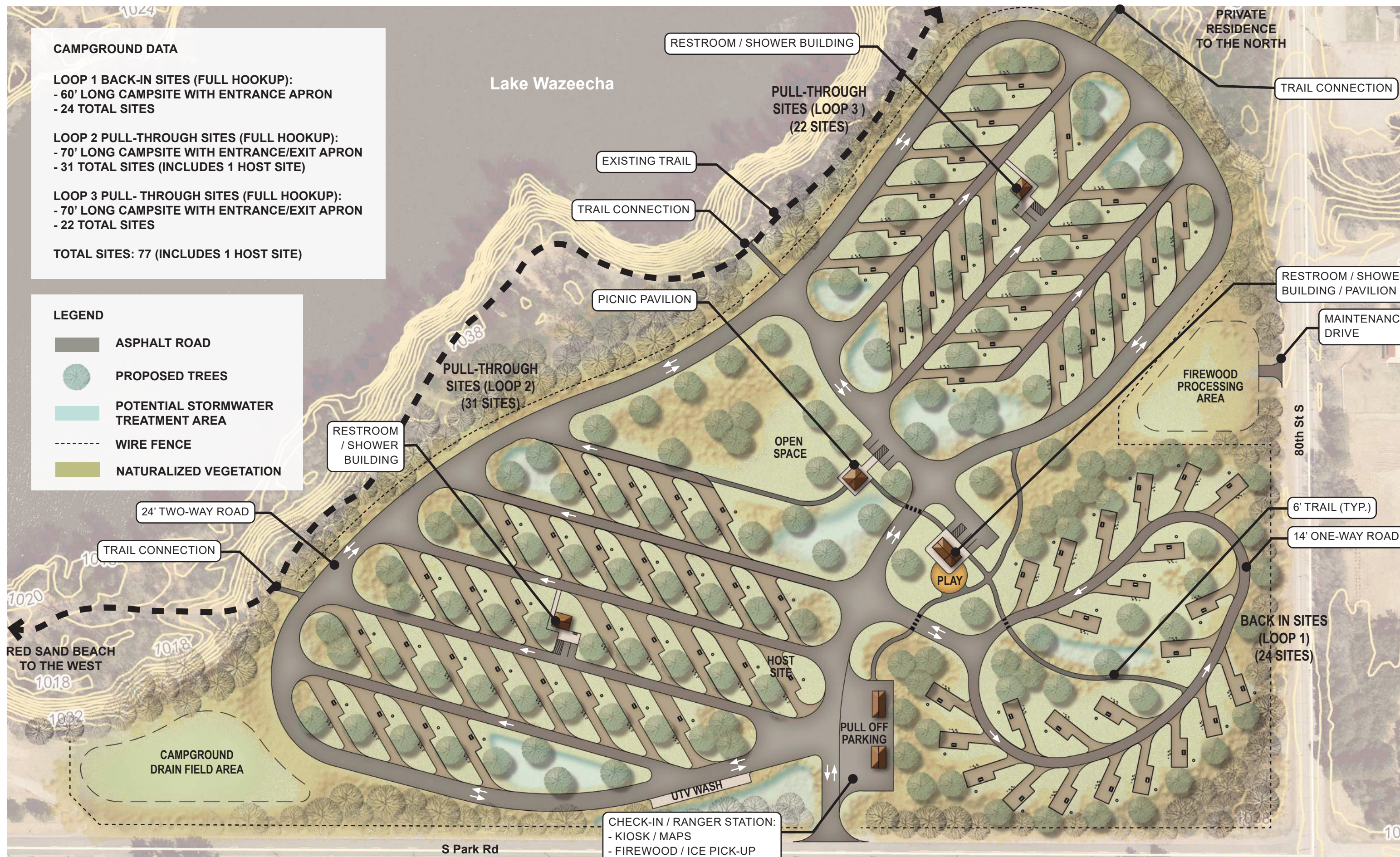
LOOP 2 PULL-THROUGH SITES (FULL HOOKUP):
 - 70' LONG CAMPSITE WITH ENTRANCE/EXIT APRON
 - 31 TOTAL SITES (INCLUDES 1 HOST SITE)

LOOP 3 PULL-THROUGH SITES (FULL HOOKUP):
 - 70' LONG CAMPSITE WITH ENTRANCE/EXIT APRON
 - 22 TOTAL SITES

TOTAL SITES: 77 (INCLUDES 1 HOST SITE)

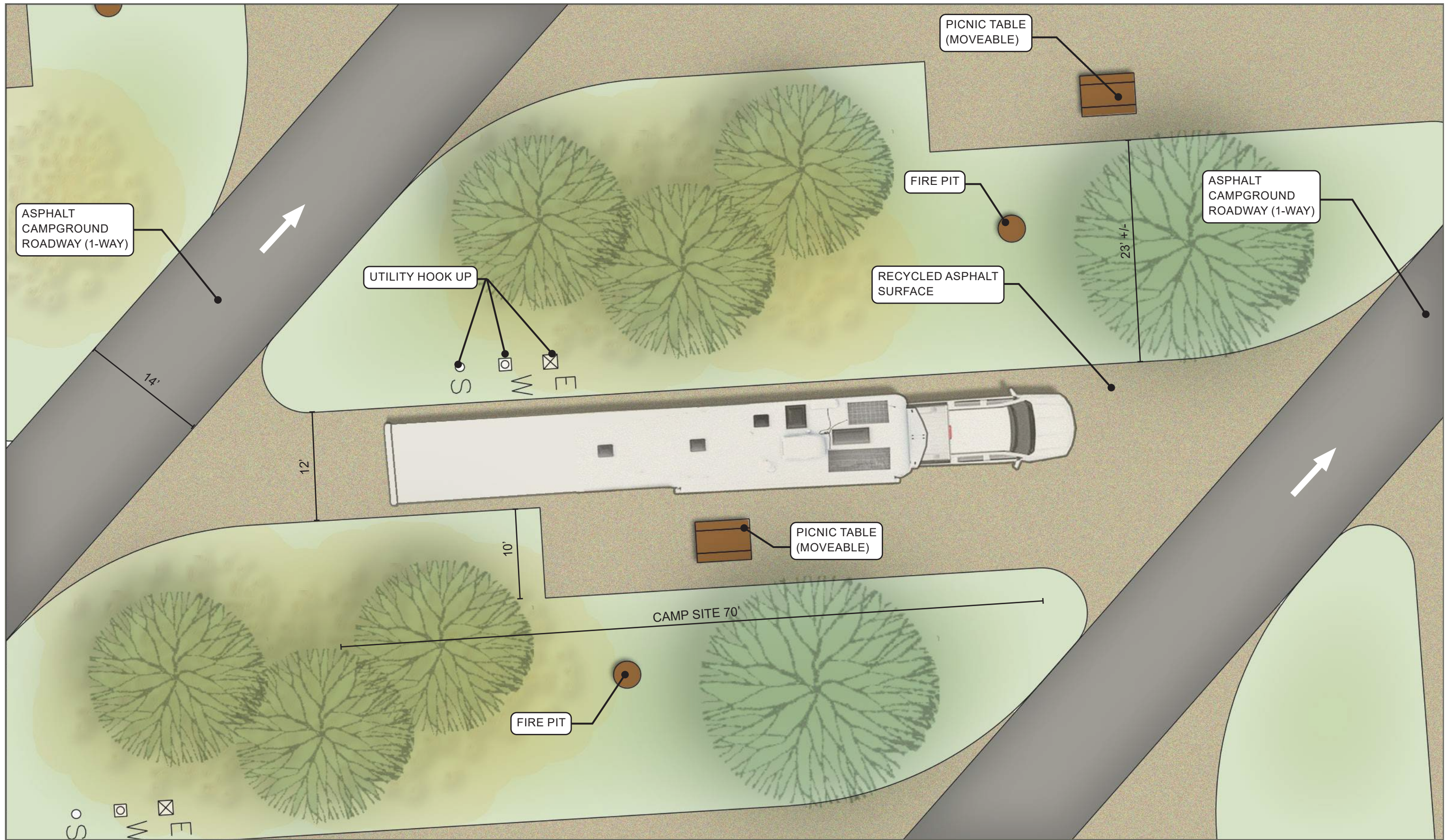
LEGEND

-  ASPHALT ROAD
-  PROPOSED TREES
-  POTENTIAL STORMWATER TREATMENT AREA
-  WIRE FENCE
-  NATURALIZED VEGETATION



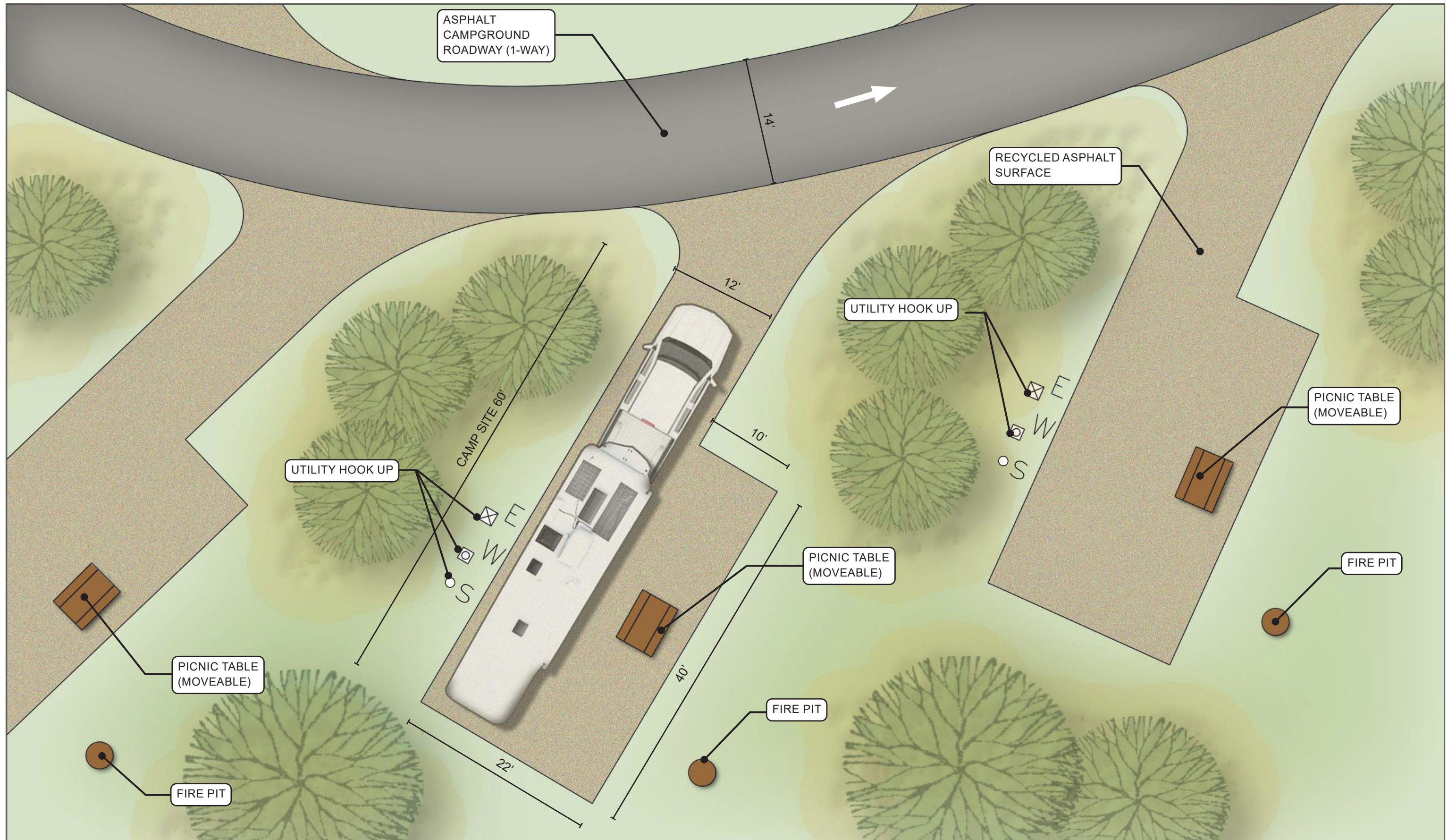
Site Master Plan





Pull-Through Sites Enlargement





Back-In Sites Enlargement



SOUTH WOOD COUNTY PARK NEW RV CAMPGROUND



OPINION OF PROBABLE COST

September 25, 2024

Campground Feature	Estimated Cost
<u>Phase 1</u>	
Base Infrastructure	
Site Work	\$175,000.00
Primary Asphalt Road - 2 way	\$124,000.00
Wells	\$75,000.00
Septic system	\$350,000.00
Perimeter Fence	\$36,450.00
Lighting	\$7,500.00
Toilet Building with 2 showers w Pavilion	\$375,000.00
Campground Host site	\$7,500.00
Nature Play Area	\$200,000.00
Firewood Storage Shed	\$35,000.00
Entrance Check In / Ranger Station	\$75,000.00
Asphalt Parking (No CG)	\$21,000.00
UTV Wash station	\$10,000.00
Wayfinding system	\$2,500.00
Entry Sign	\$5,200.00
Concession - Ice, kiosk	\$2,500.00
Firewood Processing Area	\$10,000.00
Asphalt Pathway	\$40,040.00
Stormwater drainage System	\$50,000.00
Internet	0
Site Restoration and Turf Establishment	<u>\$8,000.00</u>
Base Infrastructure Subtotal	\$1,609,690.00
LOOP 1	
Primary Asphalt Road- 2 way	\$32,000.00
Secondary Asphalt Road- 1 way	\$131,880.00
Back-in Campsites (Recycled Asphalt Surfacing)	\$62,500.00
Loop 1 electrical service	\$281,375.00
Loop 1 water service	\$125,000.00
Septic - campsites only	\$62,500.00
Stormwater drainage System	\$50,000.00
Asphalt Paths	\$40,040.00
Asphalt Parking (No CG)	\$21,000.00
Fire Rings	\$7,500.00
Picnic Tables	\$37,500.00
Site Restoration and Turf Establishment	\$8,000.00
Loop 1 Subtotal	\$859,295.00
Phase 1 Subtotal (Base Infrastructure + Loop 1)	\$2,468,985.00
20% Contingency	\$493,797.00
Engineering fee 5%	\$123,449.25
Total Phase 1 cost	\$3,086,231.25

<u>Phase 2</u>	
LOOP 2	
Primary Asphalt Road- 2 way	\$220,000.00
Secondary Asphalt Road- 1 way	\$372,000.00
Campsites (Recycled Asphalt Surfacing)	\$78,000.00
Electric/Water pedestal	\$39,000.00
Loop 2 electrical service	\$292,630.00
Loop 2 water service	\$130,000.00
Septic - campsites only	\$65,000.00
Toilet Building with 2 showers	\$300,000.00
Open Group Shelter	\$90,000.00
Asphalt Parking	\$21,000.00
Stormwater drainage System	\$50,000.00
Landscaping	\$40,000.00
Picnic Tables	\$39,000.00
Fire Rings	\$7,800.00
Wayfinding signs	\$2,500.00
ATV Wash Station	\$8,000.00
Asphalt Paths	\$97,020.00
Site Restoration and Turf Establishment	<u>\$8,000.00</u>
Loop 2 Subtotal	\$1,859,950.00
LOOP 3	
Primary Asphalt Road- 2 way	\$420,000.00
Secondary Asphalt Road- 1 way	\$372,000.00
Toilet Building with 2 showers	\$300,000.00
Campsites (Recycled Asphalt Surfacing)	\$102,000.00
Loop 3 electrical service	\$382,670.00
Loop 3 water service	\$170,000.00
Septic - campsites only	\$85,000.00
Picnic Tables	\$51,000.00
Fire Rings	\$10,200.00
Asphalt Paths	\$12,650.00
Landscaping	\$40,000.00
Wayfinding signs	\$3,500.00
Stormwater drainage System	\$50,000.00
Site Restoration and Turf Establishment	<u>\$8,000.00</u>
Loop 3 Subtotal	\$2,007,020.00
Phase 2 Subtotal (Loops 2 + 3)	\$3,866,970.00
Contingency 20%	\$773,394.00
Engineering Fee 5%	\$193,348.50
Total Phase 2 cost	\$4,833,712.50

Total Campground Cost

\$7,919,943.75

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT
REVENUE SUMMARY 2024**

September Revenue - October HIRC

September Revenue - October HIRC							
BUDGETED REVENUES 2024	46721	FEES	YTD REVENUE	YTD REVENUE	SEPT REV	SEPT REV	ACTUAL REV
	SOURCE		2024	2023	2024	2023	2023
\$ 612,000.00	Camping Reservations	\$10 Resv. Fee+/\$21/\$26/\$29/\$36	\$493,889.68	\$ 500,534.04	\$60,870.51	\$ 55,394.04	\$ 549,512.32
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$34,595.60	\$ 38,145.49	\$5,231.38	\$ 6,163.03	\$ 42,845.41
\$ 10,000.00	Ice	\$4 (small) /\$7 (large)	\$7,555.29	\$ 9,686.55	\$944.99	\$ 1,327.39	\$ 9,891.33
\$ 3,900.00	Non-Camper Dump Station	\$20	\$2,197.36	\$ 2,948.99	\$151.00	\$ 658.77	\$ 3,498.08
\$ 400.00	Camper Storage	\$20/wk - \$300/mo	\$93.46	\$ 195.20	\$0.00	\$ 14.22	\$ 304.91
\$ 900.00	Washer/Dryer/Showers	\$2 wash / \$2 dry/\$1 Laundry Pods	\$707.11	\$ 623.22	\$139.34	\$ 67.77	\$ 811.85
\$ 59,000.00	Shelters Enclosed	Various Fees based on 4 or 8 hrs or all day.	\$48,349.04	\$ 40,322.88	\$4,655.96	\$ 3,695.83	\$ 51,979.84
\$ 13,000.00	Shelters - Open	Various Fees based on location of shelter.	\$12,233.65	\$ 10,634.99	\$411.81	\$ 365.61	\$ 11,573.31
\$ 3,000.00	General Park User Fees (Use of open areas within parks)	\$75 / \$10 per picnic table	\$450.24	\$ 47.39	\$0.00	\$ 47.39	\$ 47.39
\$ 38,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$13/\$22/\$515/\$655/\$515/\$725/\$865	\$3,066.03	\$ 33,687.24	\$94.79	\$ -	\$ 33,687.24
\$ 5,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$8/daily; \$30/annual; \$60/family	\$4,116.45	\$ 3,632.73	\$289.49	\$ 164.93	\$ 4,175.49
\$ 8,500.00	Disc Golf	\$3 / \$5 / \$25 / \$50	\$4,338.65	\$ 7,370.70	\$437.55	\$ 525.66	\$ 7,657.44
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$23,850.94	\$ 21,933.58	\$1,109.49	\$ 1,206.74	\$ 22,496.22
\$ 17,000.00	Miscellaneous		\$9,074.77	\$ 5,018.86	\$2,307.39	\$ 200.00	\$ 15,433.37
\$ 8,800.00	Gift Certificates		\$241.69	\$ 94.79	\$0.00	\$ -	\$ 7,889.91
\$ 850,000.00			\$644,759.96	\$674,876.65	\$76,643.70	\$69,831.38	\$ 761,804.11
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) Monthly totals = NET Revenue	CONTRACTED	\$302,058.08	\$ 246,124.06	\$1,101.28	\$ 101,580.81	\$ 629,983.14
\$ 1,200,000.00		TOTAL REVENUE:	\$946,818.04	\$921,000.71	\$77,744.98	\$171,412.19	\$1,391,787.25

**WOOD COUNTY, PARKS & FORESTRY - FOREST ADMINISTRATOR
REVENUE REPORT & TIMBER SALE BALANCES**

October (September Revenue)

Budget Year 2024

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
780	2-16	YODER	\$42,886.00	7/10/2020	7/1/2025		\$20,012.67	\$20,012.67	\$0.00
781	5-19	YODER	\$9,720.00	7/10/2020	7/1/2025		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	\$15,600.00	11/24/2021	12/31/2024		\$0.00	\$0.00	\$0.00
796	2-22	KOERNER	\$110,780.80	5/27/2022	12/31/2024		\$116,542.95	\$116,542.95	\$0.00
797	3-22	SCHREINER	\$30,770.00	5/27/2022	6/30/2025		\$0.00	\$0.00	\$0.00
798	4-22	KOERNER	\$194,468.10	5/27/2022	12/31/2024		\$201,324.04	\$201,324.04	\$0.00
799	5-22	SCHREINER	\$20,200.00	5/27/2022	7/1/2025		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	\$16,440.00	5/27/2022	7/1/2025		\$0.00	\$0.00	\$0.00
801	7-22	WILSON	\$11,750.00	8/4/2022	7/30/2025		\$0.00	\$0.00	\$0.00
803	9-22	KOERNER	\$21,057.80	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
804	10-22	KOERNER	\$84,093.60	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
805	11-22	YODER	\$17,390.00	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
807	13-22	FLINK	\$9,450.00	12/31/2022	12/31/2025		\$2,274.03	\$2,274.03	\$0.00
809	2-23	KOERNER	\$66,089.00	6/1/2023	6/1/2025		\$76,019.72	\$76,019.72	\$0.00
812	4-23	FLINK	\$11,813.85	6/1/2023	6/1/2025	\$286.15	\$5,966.54	\$5,365.25	-\$601.29
814	6-23	YODER	\$21,055.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
815	7-23	KOERNER	\$10,728.75	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
816	8-23	KOERNER	\$31,625.00	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
817	9-23	KOERNER	\$17,310.00	1/4/2024	12/31/2025		\$0.00	\$0.00	\$0.00
818	10-23	MIDWEST HW	\$51,768.30	1/4/2024	12/31/2026		\$0.00	\$0.00	\$0.00
819	11-23	TNT Timber	\$124,257.30	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
820	12-23	TNT Timber	\$115,113.25	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
821	1-24	KOERNER	\$26,270.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
823	3-24	FLINK	\$9,318.70	4/30/2024	5/1/2026	\$927.49	\$1,879.21	\$1,879.21	\$0.00
824	5-24	KOERNER	\$53,280.00	4/30/2024	5/1/2026		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$10.00	\$0.00	\$0.00	
Payments Received This Month:						\$1,223.64	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	(601.29)

\$ RECEIVED CURRENT MONTH

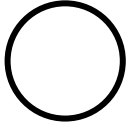
2024 Budgeted Total Revenues \$350,000

2024 Total County Forestry Revenues this month (90%) \$1,101.28

2024 Total Township Revenues this month (10%): \$122.36

2024 TOTAL NET FORESTRY REVENUE TO DATE: \$302,058.07

Jobs Finished
Jobs Started
Jobs Continuing/Reactivated
Jobs Gone Inactive



JBP

Motion:	Adopted:	<input type="checkbox"/>
1 st _____	Lost:	<input type="checkbox"/>
2 nd _____	Tabled:	<input type="checkbox"/>
No: _____ Yes: _____	Absent:	_____
Number of votes required:		
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: PK, Corp Counsel		
Reviewed by: _____, Finance Dir.		

INTENT & SYNOPSIS: To amend Wood County Ordinance #400, Speed Limits Ordinance, to change the speed limit on parts of County Trunk Highways HH, U and W.

FISCAL NOTE: None

WHEREAS, Wood County currently has Ordinance #400 that restricts and regulates speeds on county trunk highways; and

WHEREAS, the Highway Commissioner believes a change in speed limit is warranted on part of County Trunk Highway HH, Village of Vesper, part of County Trunk Highway U, Village of Biron, and on part of County Trunk Highway W, Town of Grand Rapids, and

WHEREAS, the Highway Infrastructure & Recreation Committee has reviewed the issue and recommends that Wood County adopt the recommended change to the Speed Limits Ordinance,

THEREFORE BE IT ORDAINED, the Wood County Board of Supervisors hereby determines to modify the following sections of Wood County Speed Limits Ordinance #400.

(HH.34.01) County Trunk Highway "HH", Village of Vesper, Wood County Thirty-five (35) miles per hour for all vehicles from its intersection with State Trunk Highway 186, easterly for a distance of 0.35 0.46 of a mile.

(U.29.01) County Trunk Highway "U", Village of Biron, Wood County Thirty-five (35) miles per hour 0.50 miles north of its west intersection with STH 54, northerly to 0.23 miles west of Huffman Road. its intersection with

South Biron Drive.

(U.29.02) County Trunk Highway "U", Village of Biron, Wood County Twenty-five (25) miles per hour from 0.23 miles west of Huffman Road to Huffman Road.

(U.29.03) County Trunk Highway "U", Village of Biron, Wood County Thirty-five (35) miles per hour from Huffman Road to 80th Street North.

(W.07.01) County Trunk Highway "W", Town of Grand Rapids, Wood County Forty-five (45) miles per hour for all vehicles from 20th Street (east City limits of Wisconsin Rapids) easterly to 42nd Street South for a distance of 1.40 miles a distance of 4.01 miles to the junction with County Trunk Highways "U", "W" and Portage County Trunk Highway "FF"

(W.07.02) County Trunk Highway "W", Town of Grand Rapids, Wood County Thirty-five (35) miles per hour for all vehicles from 42nd Street South easterly to 0.04 miles west of 54th Street South for a distance of 0.71 miles

(W.07.03) County Trunk Highway "W", Town of Grand Rapids, Wood County

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Jake Hahn (Chairman)

Allen Breu

Lee Thao

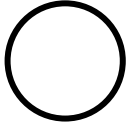
John Hokamp

Scott Brehm

Adopted by the County Board of Wood County, this _____ day of _____ 20 _____ .

County Clerk

County Board Chairman



Forty-five (45) miles per hour for all vehicles from 0.04 miles west of 54th Street South easterly a distance of 1.68 miles to the junction with County Trunk Highways "U", "W" and Portage County Trunk Highway "FF"

(W.07.04) ~~(W.07.02)~~ County Trunk Highway "W", Town of Grand Rapids, Wood County Forty-five (45) miles per hour for all vehicles from the junction of County Trunk Highway "U" and County Trunk "W" southerly about 0.75 miles to its junction with South Park Road.

(W.07.05) ~~(W.07.03)~~ County Trunk Highway "W", Town of Grand Rapids, Wood County Thirty-five (35) miles per hour for all vehicles from South Park Road southerly about 0.50 miles to 0.06 Miles South of Rail Road St.

BE IT FURTHER ORDAINED, that the Wood County Highway Ordinance #400 as adopted by this action become effective upon passage and posting as required by statute.

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Adopted by the County Board of Wood County, this _____ day of _____ 19 _____ .

County Clerk

County Board Chairman

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Monday, October 7, 2024

TIME: 9:00 a.m.

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Al Breu, Jeff Penzkover (WebEx), Dennis Polach, Scott Brehm (WebEx), Brad Hamilton

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the September 5, 2024, meeting was reviewed. Motion by Hamilton/Polach to accept them as presented. Motion carried unanimously.
4. The Information Technology vouchers were reviewed. Motion by Hamilton/Polach to approve as presented. Motion carried unanimously.
5. The IT Report was reviewed.
6. The Maintenance vouchers were reviewed. Motion by Brehm/Hamilton to approve as presented. Motion carried unanimously.
7. The Maintenance Report and project updates were reviewed.
8. Facility Manager Van Tassel reported on the current status and timelines of vacation of the properties across the road from the Courthouse, and demolition of the old jail and those buildings. The owner of the bar may want to extend his tenancy past the deadline set forth in the sales contract. This will be an agenda item next month.
9. The next meeting will be held on Monday, November 4th at 9:00 AM.
10. Chairman Breu declared the meeting adjourned at 9:49 AM.

Minutes taken by Trent Miner, County Clerk and are in draft form until approved at the next meeting.

Property & Information Technology Committee

October 7, 2024

NAME	REPRESENTING
RVANTASSEL	WC MAINT.
DENNIS POLACH	WCB-14
ALBREV	WCB#6
Amy KAUF	IT
NICOLE GESSERT	maint.
Lance Pliml	KB Chair
Ed Newton (WebEx)	Finance



Wood County WISCONSIN

INFORMATION TECHNOLOGY

September 2024

1. Network staff continue to work with the Communications department to complete an upgrade to the radio network. The new equipment is IP based and requires additional configuration at all the tower sites.
2. Utility work was done at the Riverblock building on the weekend of September 27th. Prior to the electrical work being done network staff powered down all equipment. Once power was restored the equipment was brought online again. Staff took the opportunity to update and patch devices during this time.
3. Began Network hardware refresh project set to improve our connectivity to community agencies by replacing older devices.
4. Continue work with the Village of Port Edwards to update older systems.
5. Preparing for the refresh of server equipment at county remote sites. This will replace machines that are soon out of support with newer technology.
6. Assisting Maintenance department with Branch I remodel tasks including sound masking for the jury room.
7. Reviewing proposal for an enhancement of county court rooms A/V system. This will be to improve reliability for in room and video conference communication.
8. Continued work on automating records management and retention for HR personnel files and other document stores in Laserfiche.
9. System\code improvement for the in-house Planning & Zoning permitting system continues.
10. Norwood and Edgewater Matrix Claims Management support continues with multi-factor authentication support and preparation for electronic transaction implementation.
11. Support for the Highway time and materials tracking system was reviewed and enhanced.
12. Staff have completed preparation on switches for the new LEC. Equipment will be placed and brought online once all the identified issues with the closets are resolved.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

13. Programming staff works to improve support documentation for the Sage HRMS, Human Resources Management System, system for employee benefit and payroll data. Programming staff begin the preliminary process of vetting replacement systems for HRMS and Dynamics. System preparation for Fall open enrollment is complete.
14. Support for GCS\Catalis property tax systems is ongoing. The former property tax software version end-of-life is set for Fall of 2024 and was on-prem, servers at Wood County. The upgraded version is cloud based. System migration and training is complete and go-live was July 15, 2024. Migration of the property tax system triggered the need for extensive work on multiple interfaces to systems like the Register of Deeds and Planning and Zoning permit system. Property tax interface work is now complete.
15. Began migration of all devices to the new virus scanning software and installation of the new client. Configured system to run in tandem to ensure coverage prior to removing the old virus scanning software. Around 800 machines have been migrated to the new virus scanning software.
16. Worked with the Coroner to setup a shared drive and migrate data from the current SharePoint site to network drives. The SharePoint site is set to be decommissioned October 2nd.
17. Work continues with CIS, Law Enforcement System, to update the software configurations to meet the new jail housing needs. The new jail housing configuration is in CIS Train environment so that Sheriff Department staff can test the system. Once testing is completed and approved, the new jail housing configuration will be added to the live environment.
18. Continue working with several vendors in preparation for the new Law Enforcement center occupancy. Several systems will be updated or replaced to accommodate needs in the new facility. LiveScan, current fingerprint system, will be updated and new fingerprinting machines be put in place for the new jail. The Guard 1, system that records the door checks completed in the jail, will be replaced with Guardian RFID. In July the agreement with CIS for the one-way interface for Guardian RFID was completed. This project will begin once the new jail housing configuration is approved.
19. Continue work on preparing data for migration from Human Services IMS, current document management system & TCM, Electronic Health Record System, into Laserfiche, countywide document management system. Currently testing an import to migrate Behavioral Health documents from IMS to Laserfiche.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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20. Continue to work on the server infrastructure CIP project to replace end of life servers at several locations throughout the County. Information has been collected, configurations have been reviewed & updated, and quotes are being reviewed.
 21. Continue to work on the project plan for the O365 migration. The current version of Office needs to be replaced with O365 by December 31, 2024. All departments will be migrated. IT, Emergency Management, County Clerk, Communications, Corporation Counsel, Finance, and HR departments have been migrated to O365. Migrations in Child Support, Dispatch, Health, Human Services, Planning & Zoning, Register of Deeds and Sheriff are underway, with more departments scheduled to migrate soon. An O365 blog about updates is available on the Intranet. Testing for a shared O365 license is underway.
 22. Support for Norwood Healthcare Center and Edgewater Haven Matrix (EHR) and CART (CMS abstraction and reporting tool) software is ongoing. eMAR offline procedures and functionality were improved significantly for both Norwood and Edgewater. eMAR provides ability to dispense patient medication when the EHR system is not accessible. Super user training continues and results in improved support of the EHR (electronic health record) system.
 23. Met with Matrix, Norwood and IT staff for the WISHIN project. Technical meetings were held to discuss the role of Matrix, Norwood electronic health record system, in facilitating an interface. This project is to meet the latest WISHIN (Wisconsin Statewide Health Information Network) requirement for the Norwood Admissions Hospital unit data capture and reporting. Failure to comply and meet the deadline of December 31, 2024 would result in loss of DHS financial incentives and later a reduction of CMS and DHS revenue for the Norwood Healthcare Facility. WISHIN has confirmed the ability to stand up a secure web service for the interface.
 24. Research and preparation begins, including attending training webinars, in order to meet the latest CMS (Centers for Medicare and Medicaid) requirement for the Norwood Admissions Hospital unit transparency in pricing reporting. New requirements for reporting begin January 1, 2025.
 25. Assisting Planning & Zoning on obtaining crime data from the Wood County PDs that have agreed to share data as part of a County GIS project.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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26. Set up automation for recurring GIS data publishing routines in conjunction with the Land Records Management office.
 27. Network staff continue to respond to information gathered by the recently implemented SIEM, Security Information & Event Management solution. This will give us much needed insight into threat detection, security events, and compliance information and other useful metrics for ensuring that the Wood County network and computers are protected. Software has been installed on all Wood County clients and servers with sensors configured to monitor network traffic for malicious activity.
 28. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 29. Continued work consolidating programming source control systems to organize historical and ongoing software development projects and eliminate a server as part of the Server OS update project.
 30. IT published and continues to refine the newly developed project request form and policy. This form increases efficiency for both requestors and IT staff and helps to ensure that we provide excellent and cost-effective solutions.
 31. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 32. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed.
 33. The TimeStar, electronic timecard and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests continue. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. Several new job codes were added and mapped to the PBJ export. Support is ongoing and another Cyber Recruiter upgrade is complete, the HRMS extension system and website used for new hire applications.
 34. Improved publishing tools for the Treasurer's office Tax Deed Property Sales web pages.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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35. Network staff have been migrating connections to new switches in the data center. The new switches will extend the support and reliability of critical network infrastructure. The equipment that runs the majority of the servers for Wood County also has a replacement that is in the process of being configured.
 36. The Register of Deeds work to upgrade multiple applications continues. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates and maintenance on a regular basis. The Monarch interface was configured and updated to function with the new property tax system.
 37. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server. This ongoing project takes considerable time to plan, test, and implement.
 38. Continue to work with members of the Central Records subcommittee. Working to schedule an on-site visit from CIS, current Law Enforcement Software vendor, to discuss unmet needs of the current system.
 39. The PC replacement 2nd order has arrived. Staff is working to configure and place the new devices. New devices include the update to Windows 11 and Office 365. All Sheriff's Department replacement devices for 2024 & 2025 have been ordered. The new equipment will be configured and placed in the LEC prior to occupancy.
 40. The IT Security Team continues the Security Awareness Program. Members of our team have been virtually attending mentoring meetings with leaders in the cybersecurity area, as arranged by the MS-ISAC (Multi-State Information Sharing and Analysis Center). This includes monthly update meetings with the State of Wisconsin CRT (Cyber Response Team).
 41. For the month of August, 627 helpdesk requests were created, with staff completing 600 tickets and leaving 92 open requests. In addition, there are currently 218 project requests.
 42. Dawn Schmutzer, Services Support Analyst, has resigned. Her last day with the County is scheduled to be Friday, October 11th. Recruitment to fill the vacancy has begun.



Letter of Comments October 2024

Ongoing Projects and Planning

Jail Project – Landscaping around the south and west sides of the new facility has begun. HVAC testing and balancing is underway. Installation of furniture, audio/video systems, ceilings, flooring, and other finishes will continue for several weeks.

The new entrance location and the additional offices that are connected to our existing Courthouse will make wayfinding difficult if separate numbering systems are used; for this reason, the new jail project includes interior signage to renumber the existing offices in the Courthouse and provide a more uniform means of campus-wide numbering.

Courthouse – Continuing to work with City staff and adjacent property occupants regarding accessibility improvements at the Courthouse; it is possible that the timeframe for completion of this work could extend into 2026 due to the amount of coordination required between the County, City, and utility providers.

River Block – The update to our power supply is nearly complete; a substantial portion of the work was executed during a weekend power outage, and the remaining work is scheduled to occur overnight in early October.

While the most critical updates to our power supply are complete, there is more work that can be done to reduce disruption caused by unplanned power events; I will continue working with I.T. and other departments/contractors to increase infrastructure reliability.

The first phase of roof replacement is almost complete; this update will provide a more reliable drainage system and prevent the water intrusion issues we have been experiencing.

Miscellaneous

Attended PIT, County Board, ARPA, and numerous project meetings.

Assisting Parks & Forestry with the installation and programming of electronic access hardware at the South Park storm shelter.

JUNIOR FAIR BOARD MINUTES
August 7, 2024
Junior Fair Building - Marshfield

August meeting of the Central WI Jr. Fair Board was called to order by President Heather Wellach at 7:33 pm at the Junior Fair Building in Marshfield following the superintendent's appreciation and workshop.

MEMBERS PRESENT: Brittany Bauer, Tracy Benson, Lisa Blanchard, Jodie Budtke, Amanda Budtke, Kitty Bymers, Romelle Bymers, Dale Christensen, George Gilbertson, Lori Haffenbredl, Bob Hartwig, Kurt Hartwig, Tim Heeg, Laura Huber, Katlyn Kohl, Virginia Krause, Emma Kundinger, Megan Kundinger, Steve Redmond, Josh Sabo, Mark Seefeldt, Andrew Seefeldt, Beth Spindler, Laura Strigel, Dave Urban.

EXCUSED: None

MEMBERS ABSENT: Mallory Cepress, Jessica Lindow, and Betty Peterson.

GUESTS: Richard Haffenbredl.

ADDITIONS TO THE AGENDA: Small Animal Air Flow

SECRETARY'S MINUTES: Approved as printed.

TREASURER'S REPORT: Approved as submitted. Josh shared with the group the plaque that will be presented to Gordy Sternweis for his many years of service to the poultry department at the fair.

FAIR BOARD REPORT: Dale reported the new wash rack is being updated. Cherry Street entrance will not be finished for the fair, but a gravel path will be put in so that campers and auto can get into the grounds.

EXTENSION REPORT: Laura reported that things are ready to go.

OLD BUSINESS: *Improvements – The scanners are here and are set-up to go.

*Signage – White vinyl signs will be put up on clean-up day. Heather has made signs for the Flower Folies and will be placed in the flower beds. The Board has purchased several sandwich boards that will be placed around the grounds.

*Entry Day Food – The food has been ordered and Lisa will pick it up at the Stratford Family Foods store. It will be here around noon.

*Junior Fair Office Coverage: There are still slots open that need to be filled. Those working the last time period each day will need to lockup the building.

*Fair Entry Problems – Josh moved to allow Rozellville Rockets 4-H enter their historian book. George 2nd. Many general leaders do not know how to make entries under their club's name on fairentry. Next year at the May Leader's meeting this will need to be discussed.

NEW BUSINESS: *Ribbons: Because of the mix-up of champion ribbons last year, departments will need to pick-up the champion ribbons at the Fair Office. The standard ribbons will still be in the Junior Fair Office.

*Junior Fair Tasks – Work Day – The items in the Junior Fair Building and hockey building will be unloaded at 8 am. When that is finished, work in the barns may begin.

* Josh requested 2 fans for the small animal building to help with air flow. George moved that the Junior Fair purchase one fan for up to \$200 for the small animal barn and that the Fair Board be asked to purchase the second one. Lori seconded. MC

DEPARTMENT REPORTS: *Market Animal: Nothing new at this time.

*Dairy: Nothing at this time.

*Horse: Everything is ready to go.

AGENDA ITEMS FOR THE NEXT MEETING: Fair Issues and Evaluations, Judges and Ribbons for 2025.

The next meeting will be Wednesday, September 18, 2024 at 7:00 pm at the Hewitt Village Hall. Dave moved to adjourn the meeting. Tracy seconded. Meeting adjourned at 8:30 pm.

Respectfully submitted,
Romelle Bymers,
Recording Secretary

South Central Library System Board of Trustees Minutes

8/22/2024, 12:15 p.m.

1650 Pankratz Street, Madison

Meeting held via Zoom & in person

Action Items: None

Present: C. Clark, B. Clendenning, S. Feith, J. Fordham, N. Foth, S. Garcia, J. Honl, M. Howe, M. Jorgensen, M. Nelson, H. St. Maurice, T. Walske,

Excused: D. Peterson, L. Ross

Absent: B. Carus, P. Cox, G. Poulson, J. Wright

Recorder: H. Moe

SCLS Staff Present: S. Schultz, K. Goeden

Guests: None

Call to Order: 12:15 p.m. J. Honl, President

- a. Introduction of guests/visitors: None
- b. Changes/Additions to the Agenda: None
- c. Requests to address the Board: None

Approval of previous meeting minutes: 7/25/2024 Minutes

- a. Motion: S. Garcia moved approved of the 7/25/2024. M. Nelson seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided an overview of the financial statements.

Bills for Payments: The payment amount is \$163,426.34

- a. Motion: H. St. Maurice reviewed the bills for payment and moved approval. S. Garcia seconded.
- b. Discussion: None.
- c. Vote: Motion carried.

Committee Reports:

- a. Personnel committee - N. Foth noted the committee met to conduct the 6 month system director review. S. Schultz has met her current goals to date and the committee is pleased with her performance. The committee recommends approval of her compensation increase as discussed upon her hire effective 1/2025.
- b. Budget/Finance/Personnel committee met August 15th and reviewed the budget and wage grid. The committee recommends approval of the budget, wage grid and salary increase for the system director effective 1/2025.

SCLS Foundation Report

a. Board donation reminder – J. Honl encouraged the board to attend the Cornerstone event October 3rd at the Waunakee P.L. from 5:30 to 7:30. S. Schultz noted Theresa Walske and Amanda Wakeman have done a great job putting this event together. There will be a raffle offering great prizes and several libraries will be honored as well as Jaimie Healy-Plotkin.

System Director's Report: You may view the System Director report online.

Discussion: None

Information Sharing: None

Adjournment: 12:35 p.m.

For more information about the Board of Trustees, contact Shannon Schultz
BOT/Minutes/8/22/2024