

AGENDA
JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Friday, September 6, 2024

TIME: 9:00 AM

LOCATION: Room 114, Wood County Courthouse

1. Call meeting to order.
2. Public comments. Now or at the time the item is taken up. Rules may apply.
3. Review minutes from previous meetings.
4. Review any claims, notices of injury, or litigation against the County, as necessary.
5. Review any Dog License Fee Fund claims.
6. Review for approval the vouchers and monthly reports of departments the committee oversees.
7. Criminal Justice Coordinator - Out of State Travel Request.
8. Criminal Justice Coordinator - Request to add paid social work intern position.
9. Criminal Justice Coordinator – Add new nurse practitioner position.
10. Review 2025 Budgets of departments committee oversees.
 - a. Branch 1
 - b. Branch 2
 - c. Branch 3
 - d. Branch 4
 - e. Child Support
 - f. Clerk of Courts
 - g. Corporation Counsel
 - h. Criminal Justice Coordinator
 - i. District Attorney
 - j. Register in Probate
 - k. Register of Deeds
 - l. Victim Witness
11. Presentation of correspondence and legislative issues or referrals and recognition of Legislators who may be present.
 - a. Report of Citizens Water Group.
12. Review County Board Rules.
13. Attendance at meetings.
14. Consideration of agenda items for next meeting.
15. Set date and time of next meeting – Friday, October 4, 2024 – 9:00 AM.
16. Adjourn.

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2498 470 6061

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mbe6183bc1828214d02470bb1190baca>

Meeting number (access code): 2498 470 6061
Meeting password: 090624

MINUTES
JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Thursday, August 1, 2024

TIME: 1:00 PM

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 1:00 PM.
2. There was no public comment.
3. Motion by Leichtnam/Voight to approve the minutes of the July 5, 2024, meeting, as presented. Motion carried unanimously.
4. The vouchers and reports from the departments the committee oversees were reviewed. Motion by Leichtnam/Voight to approve them as presented. Motion carried unanimously.
5. Child Support Director Vruwink requested the committee approve a stand-up desk for an employee within his department, due to a medical issue. There are funds available within his budget to cover the costs. Motion by Hovendick/Perlock to approve the purchase of a stand-up desk for the Child Support Dept. Motion carried unanimously.
6. Victim Witness Coordinator Parenteau requested the committee to approve 2 stand up desks for her department. She had an ergonomic assessment done for her and her employee and the recommendation from that entity was to install these desks. She does not currently have the funding in the budget to cover this expense. Motion by Leichtnam/Hovendick to approve the purchase of 2 stand-up desks for the Victim Witness Dept. Motion carried unanimously. Chair Clendenning suggested Parenteau to work with the Finance Dept. in regards to funding this purchase.
7. Supervisor Leichtnam provided a report of the Citizens Water Group meeting recently held.
8. The next meeting will be held on Friday, September 6th at 9:00 AM.
9. Motion by Voight/Hovendick to adjourn the meeting. Motion carried unanimously at 1:34 PM.

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

Judicial & Legislative Committee

August 1, 2024

NAME	REPRESENTING
Bill Voight	Comm
Russ PERLOCK	WCB #4
Tim Hoveyack	WCB #5
Tiffany Ringer	ROD
DENNIS POLACH	CTT BZD-14
Brent Vrewh	CSA
Kim Stinau	COC

August 8, 2024

Will M. Conley
WConley@perkinscoie.com
D. +1.608.294.4013
F. +1.608.663.7499

Peter Kastenholz
Wood County Sheriff's Department
Wood County Clerk

Wood County Courthouse
400 Market Street
Wisconsin Rapids, WI 54494

Re: Notice of Injury and Claim – LSGT Services, LLC d/b/a/ Coinhub

To Whom it May Concern:

Please be advised that we have been retained to represent LSGT Services, LLC d/b/a Coinhub (“*Coinhub*”) in a civil suit involving the wrongful conversion of money and related damages following an unlawful seizure and distribution of property of Coinhub’s by the Wood County Sheriff’s Department. Because the action will be brought against the Wood County Sheriff’s Department, a governmental department, this notice is being provided to you pursuant to Wis. Stat. § 893.80. As required by the statute, this letter states the address of the claimant (3430 E Russell Rd Ste 330, Las Vegas, NV 89120) and provides an itemized statement of the requested relief. Wis. Stat. § 893.80(1d)(b).

On April 9, 2024 Coinhub received a search warrant from the Wood County Circuit Court allowing the Wood County Sheriff’s Department to seize as evidence \$20,000 in US Currency held within the Bitcoin ATM belonging to Coinhub located within the CITGO gas station at 3660 8th Street South Wisconsin Rapids, Wisconsin. The warrant alleged that probable cause existed to seize \$20,000 in U.S. currency as evidence related to the Sheriff Department’s investigation into the crime of theft of bitcoin committed by an unknown scammer. In response, Coinhub immediately offered to cooperate with the investigation but notified the Sheriff’s Department in writing and verbally that it objected to the seizure of its money from the machine.

On April 12, the Wood County Sheriff’s Department executed the search warrant and removed \$20,000 in currency from the ATM. After the Sheriff’s Department seized the money, Coinhub petitioned the Wood County circuit court for the return of the money again explaining that the alleged victim had purchased bitcoin from Coinhub and then provided the digital wallet address where that bitcoin should be placed. Once the customer completed this transaction, and the bitcoin was placed into the digital wallet as directed, it was irreversible. Coinhub also notified the County

of its claim to the seized currency and requested a hearing to determine the ownership of the money pursuant to Wis. Stat. § 968.20.

Unbeknownst to Coinhub, at a time that the Sheriff's Department has not disclosed, the Sheriff's Department gave the seized money to a third party, which the Sheriff's department has represented is the alleged victim in the initial investigation into the theft of bitcoin. This action was unlawful, and has caused Coinhub a loss of its property, and resulted in damages, fees and costs.

As a result of the Sheriff's Department's unlawful actions and practices, including ignoring Coinhub's claim of ownership, and giving away cash that was allegedly seized as evidence, Coinhub: (i) was deprived of its opportunity to have its claim of ownership evaluated by the court under Wis. Stat. § 968.20 (ii) lost revenues and profits; (iii) incurred fees and costs; and (iv) ultimately, was deprived of its lawfully owned property.

Damages to Coinhub continue to accrue. Because of the Sheriff's Department unlawful actions, Coinhub intends to pursue at least the following claims:

- 1) Conversion;
- 2) Recovery of personal property;
- 3) Wrongful taking of personal property;
- 4) Damages for injury to property;
- 5) Tortious interference with business operations;
- 6) Wrongful attachment;
- 7) Intentional misconduct; and
- 8) Other common law and statutory claims.

Coinhub respectfully requests the following relief:

- 1) Return of the \$20,000 seized, plus interest thereon;
- 2) Damages for conversion, recovery and the wrongful taking of Coinhub's personal property;
- 3) Damages for injury to Coinhub's personal property;
- 4) Damages for interference with Coinhub's business;
- 5) Damages for wrongful attachment and intentional misconduct; and
- 6) Reasonable attorneys' fees and costs.

Pursuant to Wis. Stat. §893.80(1g), you have 120 days to serve a notice of disallowance of the claims set forth herein. Upon receipt of the notice of disallowance or the passage of 120 days, whichever is sooner, Coinhub will file suit and seek full recovery of all damages.

Please contact me if you have any questions.

Wood County Clerk
August 8, 2024
Page 3

Sincerely,

Will M. Conley

NOTICE OF INJURY AND CLAIM

To: Wood County Clerk
400 Market Street
Wisconsin Rapids, WI 54494

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of this claim for damage against Wood County.

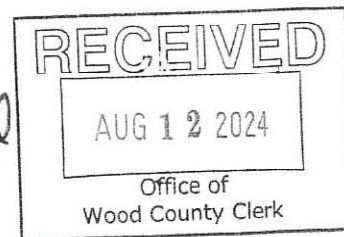
THE INCIDENT

Date: 7/24/2024

Time: Approx. 2:45pm

Place: WI RAPIDS - HWY 54 & 48TH ST

*cc: Corp Counsel
HR
Hwy*



The circumstances giving rise to my claim are as follows:

NAPA Auto Parts Delivery Driver was traveling east on Hwy 54 by 48th Street, when they drove over an uncovered manhole. The vehicle sustained damage including two blown out tires and two bent rims. Since the vehicle had aftermarket rims, we could not find two replacements to match so we had to replace all four rims and tires. Both towing and repair bills are attached for reference.

The names of county personnel involved are: Trent Miner (County Clerk),
Roland Hawk (Wood County Highway Commissioner), Amy Ubinger (DOT)
The names of other witnesses are: Todd Lange - Delivery Driver

THE CLAIM

I request the following monetary or other relief: \$697.87 - Reimbursement for Towing and Repair Bills.

8/7/2024
Date

Scott Furgason
Signature
Print Name: Scott Furgason - Owner
Address: Central Wisconsin Auto Parts, Inc.
3525 Main Street
Stevens Point, WI 54481
Phone: 715-342-1850



Niemans Towing & Recovery, Inc.

2141 West Grand Avenue, Wisconsin Rapids WI 54495

Phone: (715) 423-4250 | Fax:

Payments can be made online by visiting twbk.co/u4pD8C

Invoice

#27775

NON ACCOUNT CUSTOMER
2141 W GRAND AVENUE
WISCONSIN RAPIDS WI 54495

Invoice #	27775	Authorized by	NON ACCOUNT CUSTOMER
Tow Reason	Tow	Tow From	WI-54 & 48th St N, Grand Rapids, WI 54494, USA
Dispatcher	Amber Nieman	Tow To	4540 8th St S, Wisconsin Rapids, WI 54494, USA (Schierl Tire & Auto Service)
Driver	Steve Nieman		
Truck	#19 International Flatbed		
Date/Time Completed	7/24/2024 @ 3:10 PM		
Notes	2 FLAT TIRES ACROSS FROM NEINFELDT CYCLE DRIVER IS GETTING PICKED UP		

Year	Make	Model	Color	VIN	Plate	Odometer
2010	Honda	Fit	White	JHMGE8H68AS023408	AAD8706 WI	-

Charge Description	Quantity	Price	Line Total
Fuel Surcharge	1	\$6.00	\$6.00
Standard Light Duty Tow	1	\$60.00	\$60.00
		Subtotal	\$66.00
		Standard Tax Rate - 5.5% Tax	\$3.63
		Grand Total	\$69.63
		Amount Due:	\$69.63

Niemans Service Inc. appreciates your business. If you have any questions regarding this invoice, please call 715-423-4250 or email office@niemanstowing.com. Please note we impose a surcharge of 4% on the total transaction amount on all credit card payments which is not greater than our cost of acceptance.

Signature: _____

USDOT: 1294330



INVOICE NO. **7033789**

SCHIERL TIRE AND SERVICE-WISCONSIN RAPIDS


4540 8TH ST S, WISCONSIN RAPIDS, WI 54494
 EMAIL: SchierlTireRapids@teamschierl.com PHONE: 715-423-1600

NAPA WR
 8TH ST SO
 WISCONSIN RAPIDS, WI 54494
 H: 715-424-2180

CUSTOMER NUMBER: 2002685

VEHICLE	TAG	VIN	MILES	DATE
2010 HONDA FIT	AAD8706 (WI)	JHMGE8H68AS023408	271271	7/29/2024

PART NO.	DESCRIPTION	MECH	QTY	FET	PRICE	AMOUNT
356303081	hit pot hole blew both driver side tires save old tires warranty P185/60R15 KELLY EDGE TOURING A/S DOT# 1M690TV1R1923 (3) 1M690TV1R2123 (1) PTPP - INSTALLATION PACKAGE INCLUDES: MOUNT & BALANCE TIRE ON RIM LOVE THEM OR LEAVE THEM 30 DAY RIDE GUARANTEE RESET TPMS SENSORS IF EQUIPPED LIFETIME ROTATE AND REBALANCE EVERY 6000 MILES FREE TIRE REPAIRS *UNREPAIRABLE TIRE COVERAGE WHEEL CORROSION SERVICE FREE DOT TIRE REGISTRATION	710	4		91.36	365.44
	9814NC, FREE ANNUAL ALIGNMENT CHECK	778	1			
	9828, ENVIRONMENTAL RECYCLING FEE	778	4.000		5.000	20.00
	We do everything in our power to prevent scratching rims. In the event the rim does get scratched we will not replace the rim. Rims with Beadlocks, we will do everything in our power to not break any bolts.If a bolt breaks we will not be held liable. You must stop back to retorque beadlock bolts after 50 miles. SIGNATURE: _____ ***WHEELS MUST BE RETORQUED BEFORE 100 MILES*** SIGNATURE: _____					
	SS, STEERING/SUSPENSION LABOR ALIGNMENT WAS OK AT THIS TIME	765	1		89.86	89.86

Signature 



INVOICE NO. 7033789


SCHIERL TIRE AND SERVICE-WISCONSIN RAPIDS

4540 8TH ST S, WISCONSIN RAPIDS, WI 54494
EMAIL: SchierlTireRapids@teamschierl.com PHONE: 715-423-1600

NAPA WR
8TH ST SO
WISCONSIN RAPIDS, WI 54494
H: 715-424-2180

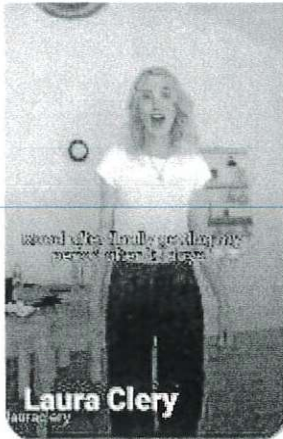
CUSTOMER NUMBER: 2002685

VEHICLE	TAG	VIN	MILES	DATE		
2010 HONDA FIT	AAD8706 (WI)	JHMGE8H68AS023408	271271	7/29/2024		
PART NO.	DESCRIPTION	MECH	QTY	FET	PRICE	AMOUNT
						INCIDENTALS 5.00
						SHOP SUPPLIES (RETAIL) 7.19
						SALES TAX 32.75
						TOTAL 628.24
ACCOUNT=2706	APPROVAL CODE=SALE:619261:393195232:2145280840:N					VISA 628.24
						AMOUNT DUE 0.00

Signature 



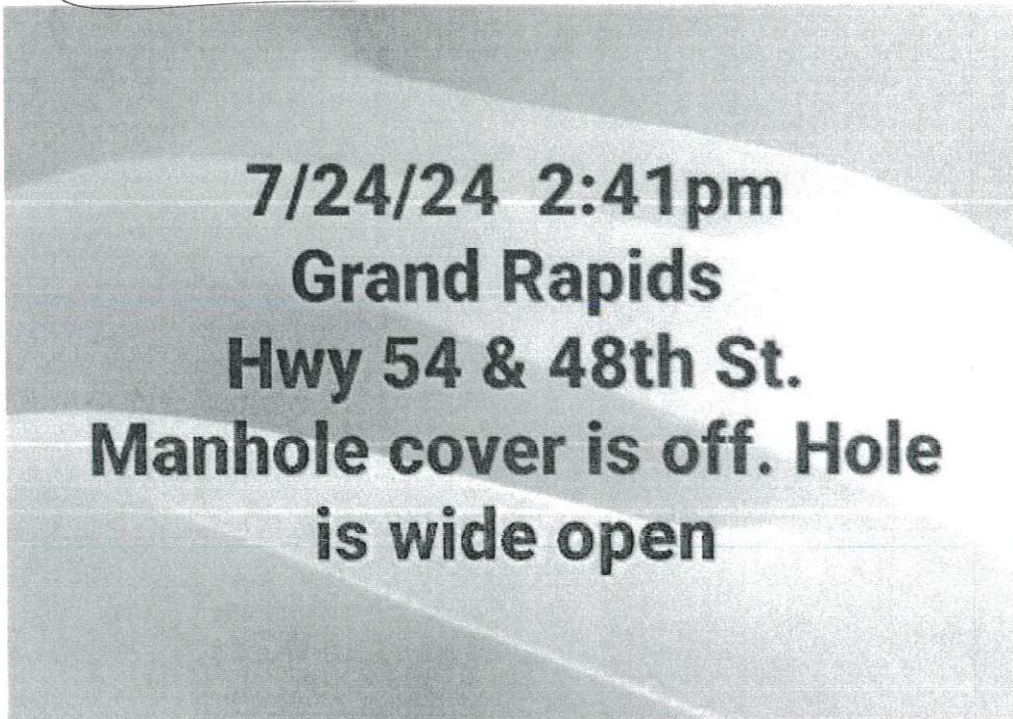
Create story



Wisconsin Rapids Area Scanner Group And News · Cancel



Bullet Smith · 18h · 🌐



- An employee saw this on facebook - after incident.
- printed for proof that manhole cover was off.

👍👍 17

5 comments

👍 Like

💬 Comment

📧 Send

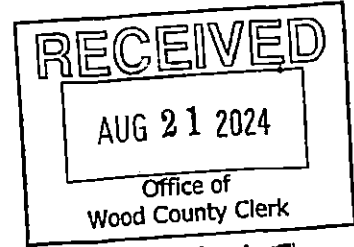


Write a comment...



Neil Johnson likes Allstate.

NOTICE OF INJURY AND CLAIM



To: Wood County Clerk
400 Market Street
Wisconsin Rapids, WI 54494

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of this claim for damage against Wood County.

cc: Corp Counsel
HR
Pof

THE INCIDENT

Date: June 8, 2024

Time: 7:10 pm

Place: North Wood County Park Site 77

The circumstances giving rise to my claim are as follows:

Dead tree branch fell on camper causing damage to
camper roof and interior cabinet. There was no inclement
weather at time of incident. It was sunny with no wind
or rain. Site 77 had 2-3 dead or dying trees. Park employee
notified of incident. Employee stated they were aware
of multiple ~~dead~~ dead or dying trees throughout park,
but "do not have time to remove them."
See attached pictures of damage and branch

The names of county personnel involved are: Notified park employee
Scott Tranbarger

The names of other witnesses are: Samantha Mroczewski 715-216-1910
Michelle Herman 715-310-4269

THE CLAIM

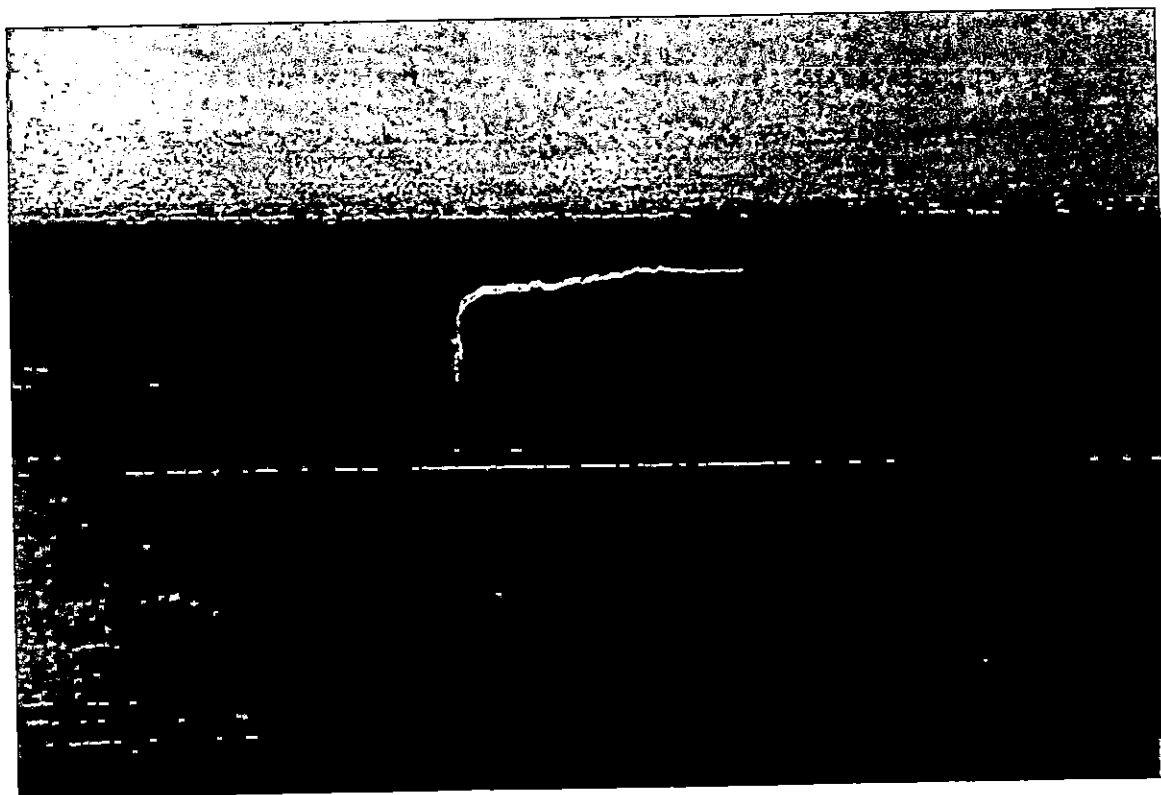
I request the following monetary or other relief: Cost of repair - \$2150.50
Receipt included.

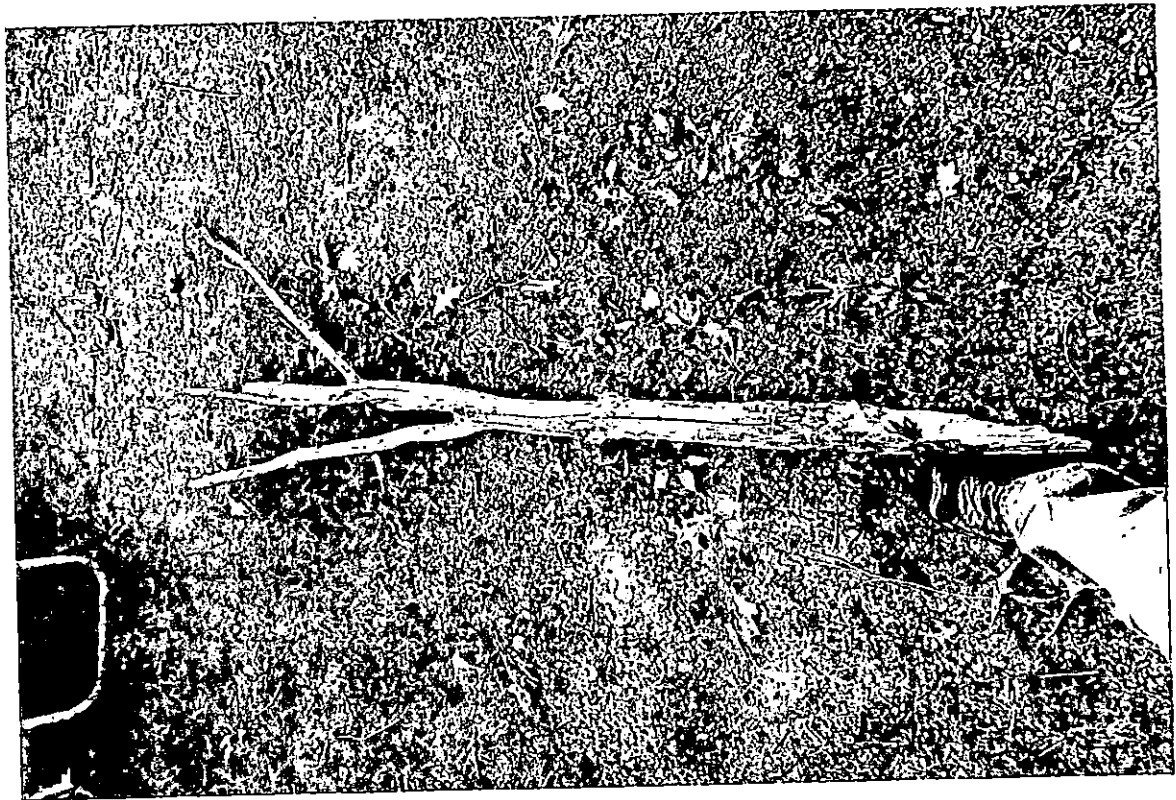
August 16, 2024
Date

Rebecca Mroczewski
Signature
Print Name: Rebecca Mroczewski
Address: 231570 County Rd J
Wausau, WI 54403

Phone: 715-470-7726







Shoeder's RV and Marine, Inc.
 2230 N Stevens Street
 P.O. Box 917
 Rhinelander, WI 54501
 Phone: 715-365-7722

Repair Order Invoice

Doc Number: 45995
 Service Writer: Scott Borths
 Date Printed: 07/13/2024
 Date Promised: 06/15/2024
 Cashier: Skyler Shaw
 Cashier Date: 07/13/2024

THOMAS MROCZENSKI
 231570 COUNTY ROAD J
 WAUSAU, WI 54403

Customer Information

Cell Phone: 7152503336
 Email: MROCZENSKI@GMAIL.COM

Unit 2019 Jayco JAY FLIGHT 267BHS **Color:** **Keyboard:**
 VIN/Serial No:1UJBJ0BP5K17W0504 **Plate:** **Odom/Hrs In:0** **Out:0**

SLIDE OUT

Description:CUSTOMER STATES A TREE BRANCH CAME DOWN INTO THE ROOF OF THE SLIDE OUT, PUNCTURED THE ROOF AND THEN PUNCTURED THE FRAME ON THE CABINET ON THE INSIDE
Resolution:PICTURES IN FOLDER OF DAMAGE. 6/17/2024

Parts					
Part #	Qty	Description	Price	Discount	Total
0239324	12.00	RUBBER ROOF MEMBRANE WHITE	\$7.95	\$0.00	\$95.40
0161170	1.00	TAPE,BUTYL 3/16X1X20 WHITE	\$12.95	\$0.00	\$12.95
0809.1042	3.00	ULTRA SEALANT TUBE 10 OZ	\$14.79	\$0.00	\$44.37
1427.1436	1.00	EXTREME TAPE 4"X25 WHITE	\$46.05	\$0.00	\$46.05
MISC0	1.00	SHEELT PLYWOOD 4X8	\$70.00	(\$20.00)	\$50.00
MISC1	1.00	GLUE RUBBER ROOF	\$30.00	\$0.00	\$30.00
0294862	1.00	STILE 56"X 3" X 3/4"	\$39.90	\$0.00	\$39.90
Parts Subtotal					\$318.67

Labor			
Description	Technician	Hours	Total
DIAGNOSE/ ESTIMATE	Russel Litzen	1.5	\$210.00
	Russel Litzen	10.5	\$1,470.00
Labor Subtotal			\$1,680.00
Job Subtotal			\$1,998.67

Approve: Decline:

All Jobs Subtotal:	\$1,998.67
Shop Supplies:	\$40.00
Tax:	\$112.13
Total:	\$2,150.80
Less Deposits:	\$0.00
Check(CHECK NUMBER 6296):	(\$2,150.80)
Total Due:	\$0.00

INVOICE

Castlerock Veterinary Hospital, Inc.

1214 S Oak Ave.
Marshfield, WI 54449
715-389-1011

Printed: 08-28-24 at 8:13a
Date: 08-28-24
Account: 16814
Invoice: 264778

FOR: Keith Szaflarski
1809 Sawyer Dr #13
Marshfield, WI 54449
(715) 555-5555

Date	For	Qty	Description	Price	Discount	Price
Services by Makayla Schultz, DVM						
08-20-24	Karma	1	Rabies 2nd Exam			45.20
08-27-24		1	Rabies 3rd Exam			45.20
08-27-24		1	OSHA Compliance/Med Waste Fee			6.60
08-27-24		1	Rabies Vacc Canine 1st-1 yr			25.10

Old balance	Charges	Payments	New balance
0.00	122.10	0.00	122.10

Reminders for: Karma		Last done
08/25	Annual Physical Exam	
08/25	Scribenote Authorization	08-27-24
08/25	Rabies Vacc Canine	

Thank you! Download the Pet Desk App to make contacting us easy. You can also email us at castlerockvethosp@gmail.com. For all your pets needs visit our online pharmacy/store at castlerock.vetsfirstchoice.com. If you LOVED your visit at our clinic today please leave us a good Google review.

Committee Report

County of Wood

Report of claims for: BRANCH 1

For the period of: AUGUST 2024

For the range of vouchers: 03240021 - 03240035

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
03240021	SWITS LTD	INTERPRETER 24CF175	07/29/2024	\$76.00	P
03240022	SWITS LTD	INTERPRETER 23CF536	07/29/2024	\$112.50	P
03240023	HUNKINS MONICA M	TRANSCRIPTS 21CF728	08/05/2024	\$42.00	P
03240024	SCHREIBER NICOLE	TRANSCRIPTS 23CF514	07/09/2024	\$11.44	
03240025	SCHREIBER NICOLE	TRANSCRIPTS 24CF112	07/09/2024	\$13.44	
03240026	SCHREIBER NICOLE	TRANSCRIPTS 22CF360	07/09/2024	\$13.44	
03240027	SCHREIBER NICOLE	TRANSCRIPTS 22CF152	07/09/2024	\$15.44	
03240028	SCHREIBER NICOLE	TRANSCRIPTS 22CF542	07/09/2024	\$11.44	
03240029	SCHREIBER NICOLE	TRANSCRIPTS 23CF518	07/09/2024	\$11.44	
03240030	SCHREIBER NICOLE	TRANSCRIPTS 24CF117	07/12/2024	\$11.44	
03240031	SCHREIBER NICOLE	TRANSCRIPTS 20CF441	07/12/2024	\$11.44	
03240032	SCHREIBER NICOLE	TRANSCRIPTS 23CF351	07/12/2024	\$11.44	
03240033	SCHREIBER NICOLE	TRANSCRIPTS 24CF12	07/12/2024	\$11.44	
03240034	SCHREIBER NICOLE	TRANSCRIPTS 23CF333	07/12/2024	\$11.44	
03240035	STATE BAR OF WISCONSIN	JUDIICIAL BENCHBOOK - PROBATE	08/12/2024	\$181.10	
Grand Total:				\$545.44	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: BRANCH 2

For the period of: AUGUST 2024

For the range of vouchers: 04240015 - 04240020

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
04240015	SWITS LTD	INTERPRETER 24CM240 23CT8	07/29/2024	\$152.00	P
04240016	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/02/2024	\$140.87	P
04240017	MENDEZ JOHN	JULY INTERPRETER BR 2, BR 4	08/08/2024	\$240.00	P
04240018	RHYME (Portage)	TONER	07/30/2024	\$219.98	P
04240019	ZAMOW DENISE	TRANSCRIPTS 20CF284	07/31/2024	\$64.00	
04240020	ZAMOW DENISE	TRANSCRIPTS 21CF365	08/12/2024	\$42.00	
Grand Total:				\$858.85	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: BRANCH 3

For the period of: AUGUST 2024

For the range of vouchers: 05240039 - 05240042

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
05240039	SWITS LTD	INTERPRETER 24CF203 10CM948	07/29/2024	\$167.00	P
05240040	PETERSON MICHELLE L	TRANSCRIPTS 23CF23 23CF589	07/29/2024	\$36.00	
05240041	PETERSON MICHELLE L	TRANSCRIPTS 23CF445	08/12/2024	\$44.00	
05240042	PETERSON MICHELLE L	TRANSCRIPTS 24CF13	08/15/2024	\$48.00	
Grand Total:				\$295.00	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: BRANCH 4

For the period of: AUGUST 2024

For the range of vouchers: 34240022 - 34240025

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34240022	SWITS LTD	INTERPRETER 24CM152	07/29/2024	\$112.50	P
34240023	LIVERNASH ALICIA	TRANSCRIPTS 22CF80 23CF645	07/30/2024	\$84.00	
34240024	LIVERNASH ALICIA	TRANSCRIPTS 23CF328	08/09/2024	\$26.00	
34240025	LIVERNASH ALICIA	TRANSCRIPTS 24CF144	08/26/2024	\$49.50	
Grand Total:				\$272.00	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: CHILD SUPPORT

For the period of: AUGUST 2024

For the range of vouchers: 02240060 - 02240069

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
02240060	US BANK	PAYOFF CREDIT CARD-REG. FEES	08/27/2024	\$2,790.00	
02240061	ABTS GRUBOFSKI & VRUWINK LLC	SUB CORP COUNSEL FEE	08/27/2024	\$30.00	
02240062	CW SOLUTIONS LLC	ELEVATE & A/v PROGRAM COSTS	08/27/2024	\$10,702.12	
02240063	DNA DIAGNOSTICS CENTER INC	15-GENETIC TESTS	08/27/2024	\$390.00	
02240064	LEGAL LOGISTICS LLC	12-PROCESS OF SERVICE FEES	08/27/2024	\$930.00	
02240065	MCCORMICK SARA	17-PROCESS OF SERVICE FEES	08/27/2024	\$880.00	
02240066	MUNRO WAYNE	13-PROCESS OF SERVICE FEES	08/27/2024	\$660.00	
02240067	ODP BUSINESS SOLUTIONS LLC (OFFICE DEPOT)	OFFICE SUPPLIES	08/27/2024	\$27.24	
02240068	ODP BUSINESS SOLUTIONS LLC (OFFICE DEPOT)	OFFICE SUPPLIES	08/27/2024	\$81.39	
02240069	RADTKE LONN J	25-PROCESS OF SERVICE FEES	08/27/2024	\$1,250.00	
Grand Total:				\$17,740.75	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Report

County of Wood

Report of claims for: Clerk of Circuit Court

For the period of: AUGUST 2024

For the range of vouchers: 07240626 - 07240639 07240640 - 07240707

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07240626	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23JC24, 25, 26 OHP	07/15/2024	\$290.00	P
07240627	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23CT323	07/16/2024	\$180.00	P
07240628	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23CF643	07/16/2024	\$60.00	P
07240629	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM165, 194, 237	07/29/2024	\$1,013.97	P
07240630	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24ME145	07/24/2024	\$360.00	P
07240631	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 24ME148	07/29/2024	\$650.00	P
07240632	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC		07/24/2024	\$650.00	P
07240633	GORSKI & WITTMAN SC	Atty Fee 14GN23	07/26/2024	\$1,052.90	P
07240634	GORSKI & WITTMAN SC	Atty Fee 24GN31	07/26/2024	\$381.78	P
07240635	HILL & WALCZAK ATTYS	Atty Fee 23JC40 OHP	07/19/2024	\$300.00	P
07240636	HILL & WALCZAK ATTYS	Atty Fee 21JC45	07/19/2024	\$250.00	P
07240637	LLOYD PETER C LLC	Atty Fee 24JC41 IHP	07/16/2024	\$200.00	P
07240638	WEILAND LEGAL SERVICES	Atty Fee 20GN57	07/18/2024	\$100.00	P
07240639	WEILAND LEGAL SERVICES	Atty Fee 23CM163	07/28/2024	\$405.80	P
07240640	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CF165	08/03/2024	\$635.28	P
07240641	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CF88	08/05/2024	\$947.12	P
07240642	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24GN46	07/29/2024	\$650.00	P
07240643	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24ME151	08/03/2024	\$570.00	P
07240644	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24ME148	07/29/2024	\$360.00	P
07240645	BEHAVIORAL CONSULTANTS	Med Exam 24CM72	07/29/2024	\$1,430.00	P
07240646	BEHAVIORAL CONSULTANTS	Med Exam 18CF60	07/29/2024	\$1,200.00	P
07240647	CENTRAL WI COMMUNITY LAW INC	Atty Fee 22GN06	07/30/2024	\$340.00	P
07240648	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 24ME151	08/02/2024	\$845.00	P
07240649	GORSKI & WITTMAN SC		05/27/2024	\$256.03	P
07240650	GORSKI & WITTMAN SC	Atty Fee 06GN16	07/26/2024	\$190.00	P
07240651	GORSKI & WITTMAN SC	Atty Fee 02GN55	07/26/2024	\$170.00	P
07240652	GORSKI & WITTMAN SC	Atty Fee 95GN21	07/26/2024	\$170.00	P
07240653	GORSKI & WITTMAN SC	Atty Fee 88GN213	07/26/2024	\$170.00	P
07240654	GORSKI & WITTMAN SC	Atty Fee 23GN95	08/05/2024	\$200.00	P

Committee Report - County of Wood

Clerk of Circuit Court - AUGUST 2024

07240640 - 07240707 07240626 - 07240639

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07240655	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	People Search for July	08/01/2024	\$75.00	P
07240656	WEILAND LEGAL SERVICES	Atty Fee 24GF241	08/04/2024	\$732.64	P
07240657	WEILAND LEGAL SERVICES	Atty Fee 24CF35	07/27/2024	\$1,155.28	P
07240658	AMAZON CAPITAL SERVICES	Office Supplies	07/22/2024	\$55.29	P
07240659	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24JG24 & 24JG29	08/07/2024	\$480.00	P
07240660	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24TP16	08/08/2024	\$240.00	P
07240661	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24GN49	08/09/2024	\$650.00	P
07240662	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24GN30	08/05/2024	\$860.00	P
07240663	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 24ME91	05/02/2024	\$800.00	P
07240664	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 24ME147	08/12/2024	\$845.00	P
07240665	SHEETS LAW OFFICE	Atty Fee 24CF101	08/09/2024	\$867.39	P
07240666	WEST PAYMENT CENTER	July Law Library Publications	08/01/2024	\$1,885.59	P
07240667	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24JG8 & 24JG9	08/02/2024	\$200.00	P
07240668	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23TP4	08/08/2024	\$110.00	P
07240669	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM177	08/14/2024	\$573.69	P
07240670	ABTS GRUBOFSKI & VRUWINK LLC	24JC43 & 44 OHP	08/14/2024	\$370.00	P
07240671	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 21GN49	08/19/2024	\$150.00	P
07240672	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24JG28	08/19/2024	\$120.00	P
07240673	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24GN51	08/09/2024	\$650.00	P
07240674	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 17ME13	08/05/2024	\$845.00	P
07240675	LAW OFFICE OF MICHAEL J SCHMIDT LLC	Atty Fee 24CF253	08/13/2024	\$570.00	P
07240676	LAW OFFICE OF MICHAEL J SCHMIDT LLC	Atty Fee 24CF185	07/29/2024	\$630.00	P
07240677	LLOYD PETER C LLC	Atty Fee 23CM463	08/15/2024	\$928.12	P
07240678	NASH LAW GROUP	Atty Fee 17PA23PJ	05/21/2024	\$1,050.00	P
07240679	WEILAND LEGAL SERVICES	Atty Fee 24GN43	08/11/2024	\$230.00	P
07240680	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CV281 & 282	08/19/2024	\$280.00	P
07240681	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 22JC19 OHP	08/19/2024	\$150.00	P
07240682	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24TP13	08/19/2024	\$90.00	P
07240683	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23JG31 & 32 IHP	08/23/2024	\$210.00	P
07240684	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24GN58	08/22/2024	\$650.00	P
07240685	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24ME147	08/12/2024	\$570.00	P
07240686	BOETTCHER AMY J	August Mediation Services	08/27/2024	\$575.00	P
07240687	GORSKI & WITTMAN SC	August Mediation Services	08/27/2024	\$675.00	P
07240688	GORSKI & WITTMAN SC	Atty Fee 22GN17	08/19/2024	\$350.92	P
07240689	GORSKI & WITTMAN SC	Atty Fee 17GN49	08/19/2024	\$170.00	P
07240690	GORSKI & WITTMAN SC	Atty Fee 21GN25	08/19/2024	\$170.00	P
07240691	GORSKI & WITTMAN SC	Atty Fee 05GN97	08/19/2024	\$170.00	P
07240692	GORSKI & WITTMAN SC	Atty Fee 89GN229	08/19/2024	\$170.00	P
07240693	GORSKI & WITTMAN SC	Atty Fee 22GN27	08/19/2024	\$170.00	P

Committee Report - County of Wood

Clerk of Circuit Court - AUGUST 2024

07240640 - 07240707 07240626 - 07240639

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07240694	GORSKI & WITTMAN SC	Atty Fee 12GN33	08/19/2024	\$220.00	P
07240695	LAW OFFICE OF MICHAEL J SCHMIDT LLC	Atty Fee 24CF53	07/29/2024	\$1,091.67	P
07240696	RUFFALO LAW LLC	Atty Fee 24CV311 & 312	08/21/2024	\$410.00	P
07240697	SCHMIEDEN LAW OFFICES LLC	Atty Fee 01GN35	08/12/2024	\$200.00	P
07240698	WEILAND LEGAL SERVICES	Atty Fee 24GN42	08/11/2024	\$637.00	P
07240699	WEILAND LEGAL SERVICES	Atty Fee 18GN73	08/26/2024	\$100.00	P
07240700	WEILAND LEGAL SERVICES	Atty Fee 19GN26	08/11/2024	\$150.00	P
07240701	WEILAND LEGAL SERVICES	Atty Fee 24GN30	08/17/2024	\$510.00	P
07240702	WEILAND LEGAL SERVICES	Atty Fee 24GN49	08/24/2024	\$390.00	P
07240703	WEILAND LEGAL SERVICES	Atty Fee 24GN28	08/25/2024	\$170.00	P
07240704	WEILAND LEGAL SERVICES	Atty Fee 23CF566 & 21CF162	08/25/2024	\$701.61	P
07240705	STAPLES ADVANTAGE	Office Supplies	08/14/2024	\$12.70	P
07240706	US BANK	Jury Supplies	08/19/2024	\$45.92	P
07240707	WEYMOUTH RICHARD D	August 2024 FCC Services	08/28/2024	\$5,833.33	P
Grand Total:				\$43,974.03	

Signatures

Committee Chair: _____
 Committee Member: _____
 Committee Member: _____
 Committee Member: _____
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Committee Report

County of Wood

Report of claims for: Corporation Counsel

For the period of: August 2024

For the range of vouchers: 09240032 - 09240033

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
09240032	WOOD COUNTY BAR ASSOCIATION	Wood Co. Bar Dues 2024	08/12/2024	\$20.00	
09240033	AMAZON CAPITAL SERVICES	Office Supplies	08/22/2024	\$107.92	
Grand Total:				\$127.92	

Signatures

Committee Chair: _____
Committee Member: _____
Committee Member: _____
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Committee Report

County of Wood

Report of claims for: CRIMINAL JUSTICE COORDINATOR

For the period of: AUGUST 2024

For the range of vouchers: 35240051 - 35240070

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
35240051	FAMILY HEALTH CENTER OF MARSHFIELD INC	APR COUNSELING & TREATMENT SVC	05/14/2024	\$1,183.97	P
35240052	FAMILY HEALTH CENTER OF MARSHFIELD INC	JUNE COUNSELING & TREATMENT	07/24/2024	\$1,066.69	P
35240053	OPTIONS LAB INC	DRUG TESTING JUNE 2024	06/30/2024	\$4,602.00	P
35240054	THREE BRIDGES RECOVERY WI INC	MARP GRANT TREATMENT SVCS	07/17/2024	\$1,093.50	P
35240055	US 2 BEHAVIORAL HEALTH CARE INC	THERAPY SERVICES - FV	07/17/2024	\$60.00	P
35240056	MARY'S PLACE BOARDING HOUSE INC	HOUSING FOR J.J.	07/29/2024	\$500.00	P
35240057	NOLAN-PLUTCHAK EMILY	REIMB MEAL EXP - ALL RISE CONF	07/17/2024	\$55.00	P
35240058	ZIMA JENNIFER	REIMB MEAL EXP - ALL RISE CONF	07/17/2024	\$55.00	P
35240059	OFFICE FURNITURE RESOURCES INC	OFFICE FURNITURE	08/07/2024	\$1,298.00	P
35240060	AMAZON CAPITAL SERVICES	PLANNERS & WORKBOOKS	08/06/2024	\$111.04	P
35240061	KUKLA ANDREA	APA CONFERENCE - GRANT FUNDED	08/13/2024	\$950.69	P
35240062	SAYLOR CAITLIN	APA CONFERENCE - GRANT FUNDED	08/13/2024	\$307.95	P
35240063	THREE BRIDGES RECOVERY WI INC	MARP GRANT TREATMENT SVCS	08/20/2024	\$2,106.00	P
35240064	FAMILY HEALTH CENTER OF MARSHFIELD INC	JULY COUNSELING & TREATMENT	08/20/2024	\$1,599.58	
35240065	OPTIONS LAB INC	DRUG TESTING JULY 2024	07/31/2024	\$4,899.00	
35240066	THREE BRIDGES RECOVERY WI INC	TAD GRANT SERVICES	08/14/2024	\$324.00	
35240067	US 2 BEHAVIORAL HEALTH CARE INC	THERAPY SERVICES - FV	08/07/2024	\$60.00	
35240068	US BANK	GRANT EXPENSES, SUPPLIES	08/19/2024	\$4,825.94	
35240069	MARY'S PLACE BOARDING HOUSE INC	HOUSING FOR J.J.	08/26/2024	\$500.00	
35240070	MARY'S PLACE BOARDING HOUSE INC	HOUSING FOR P.M.	08/26/2024	\$500.00	
Grand Total:				\$26,098.36	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

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Committee Report

County of Wood

Report of claims for: DISTRICT ATTORNEY

For the period of: AUGUST 2024

For the range of vouchers: 11240014 - 11240016

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
11240014	STAPLES ADVANTAGE	OFFICE SUPPLIES	07/17/2024	\$45.53	P
11240015	STAPLES ADVANTAGE	OFFICE SUPPLIES	07/24/2024	\$227.69	P
11240016	DANE COUNTY CLERK OF CIRCUIT COURT	CERTIFIED COPIES	08/09/2024	\$23.91	P
Grand Total:				\$297.13	

Signatures

Committee Chair:

Committee Member:

Committee Member:

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Committee Report

County of Wood

Report of claims for: REGISTER IN PROBATE

For the period of: AUGUST 2024

For the range of vouchers: 33240011 - 33240011

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
33240011	WI REGISTER IN PROBATE ASSN	2024 FALL CONF REG - JENSEN	08/05/2024	\$125.00	P
Grand Total:				\$125.00	

Signatures

Committee Chair:

Committee Member:

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Committee Report

County of Wood

Report of claims for: REGISTER OF DEEDS

For the period of: AUGUST 2024

For the range of vouchers: 24240029 - 24240032

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
24240029	FIDLAR TECHNOLOGIES INC	LAREDO JULY 2024 USAGE	07/19/2024	\$2,073.48	P
24240030	PRIA (Property Records Industry Assoc)	PRIA MEMBERSHIP FEE - RINGER	07/24/2024	\$60.00	P
24240031	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	08/18/2024	\$125.47	P
24240032	FIDLAR TECHNOLOGIES INC	LAREDO AUGUST 2024 USAGE	08/23/2024	\$2,276.50	
Grand Total:				\$4,535.45	

Signatures

Committee Chair:

Committee Member:

Committee Member:

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Committee Member:



Wood County

WISCONSIN

CHILD SUPPORT
AGENCY

SEPTEMBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- I have completed the 2024 Child Support Budget and forwarded it to Finance. The budget reduces the amount of County Levy needed to fund the Child Support Agency.
- I attended the Northern Region Leadership Meeting on August 14th.
- I attended the State Policy Advisory Committee Meeting on August 15th.
- I attended the Department Head Meeting on August 28th.
- The Bureau of Regional Operations will visit the agency on September 10th to complete the Annual Review.
- I will be attending the WCA Annual Conference on September 23rd. I will be working the vendor booth for the Wisconsin Child Support Enforcement Association. I will also be doing a presentation on the Child Support Program.
- As we approach the end of the Federal Fiscal Year we are on target to meet and exceed all 4 performance measures.
- The current IV-D case count is 3,719. This is an increase of 129 cases compared to last year at this time.



Wood County

WISCONSIN

Kimberly A. Stimac

CLERK OF
CIRCUIT COURT

September 2024

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

August 1, 2024 – Attended the Judicial and Legislative Committee meeting.

August 6, 2024 – Attended the Operations Committee meeting and the monthly judges meeting.

August 19, 2024 – Hosted a zoom meeting for the WCCCA Planning Committee to finalize the agenda for the fall conference. I am excited to attend the conference with the topics that we have chosen this time around. That conference is October 9 thru 11 in Rothschild.

August 20, 2024 – Attended the Operations Committee meeting and County Board meeting.

August 22, 2024 – The majority of the month was spent preparing the budget. Submitted my 2025 budget to Finance.

Interpreters – We recently had a case that required two in person American Sign Language interpreters. The cost of this for one hearing is over \$1,200. There will be a second hearing that is needed with the same costs. I will be applying for emergency funding thru the State of Wisconsin.



Wood County

WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
August 2024

1. Coinhub. LSGT Services, LLC, a/k/a Coinhub, has provided notice that it intends to appeal the dismissal of their petition to have the Court order the return of the \$20k taken per warrant from their 'vending' machine. The funds were already turned over to the victim of the crime. It is not likely there will be any monetary judgment against the County as a result of the appeal, even if successful, but the appeal will consume a fair amount of time to handle. Coinhub has also filed a Notice of Injury and Claim against the County alleging the Sheriff's Department gave away its funds in an illegal manner. This is technically a separate matter from the ongoing litigation. Since Coinhub is alleging the Sheriff's Department acted outside of its authority, I have asked our Insurance Administrator, Nick Flugaur, to forward the claim onto our third-party administrator, which he has done. It would appear that Coinhub is looking to make an example out of this situation for other governmental entities in Wisconsin, so that they do not remit scammed funds to victims when those funds are physically present in the Coinhub vending machines.
2. ARPA/Opioid Funds. I have worked up a form subrecipient contract for the Health Department to use with entities the County provides opioid or ARPA funds to.
3. Grievances. About every five years or so someone will file a grievance against me with my licensing authority, the State Bar's Office of Lawyer Regulation (OLR). None of the complaints against me have gone anywhere, generally being dismissed without investigation as being non-meritorious. In January this year, I was notified by the OLR that a person had filed a complaint based upon my actions as counsel for the Child Support Agency. The notice was a telephone call that advised me of the complaint and that the OLR would not be conducting an investigation as the complaint did not allege any violations of the rules of professional conduct that govern my licensure. I have now received notice from the OLR that the complainant appealed the dismissal but that the dismissal was being affirmed without an investigation as the allegations had to do with issues like sufficiency of the evidence and other evidentiary matters that are not within the purview of the OLR. Most of the prior complaints about me have been filed by folks with serious mental health issues that impacted their ability to recognize reality. This complainant is what I would term a Sovereign Citizen, although he does not like that designation. He also does not like to be called by his given name, Adam Rappley. I bring this to your attention because Mr. Rappley continues to have issues with various county departments. One of those departments recently routed me materials that Mr. Rappley has tried to record in the Register of Deed's Office which are not appropriate for recording. I have routed the documents back to Mr. Rappley along with his Western Union money order, explaining why they cannot be recorded. It would not surprise me if Mr. Rappley would at some point contact one or more of the County Board Supervisors to complain about my 'illegal activities'. I share this information with you to give you a heads-up about him. As always, please let me know if you have any questions or concerns.



Wood County

WISCONSIN

CRIMINAL JUSTICE
DEPARTMENT

SEPTEMBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Criminal Justice Coordinator, Caitlin Saylor

Meetings Attended:

8/5/24: Drug Court Staffing/Court
8/6/24: Opportunity for Hope meeting to discuss RSAT Grant
8/12/24: Drug Court Staffing/Court
8/13/24: IMPACT Meeting
8/19/24: Drug Court Staffing/Court
8/15/24: Drug Court Monthly Meeting, DOJ COSSUP/RSAT Grant Meeting
8/26/24: Drug Court Staffing/Court
8/29/24: Drug Court Policy Subcommittee Meeting

Drug Court

Current participants: 24
Pending Admissions: 1
2024 Terminations (Year to Date): 9
2024 Graduations (Year to Date): 3
Pending Referrals: 2

Drug Court has re-activated the Policy Subcommittee, consisting of core team members of the Judge, District Attorney's Office, Public Defender's Office, Treatment, and Criminal Justice Department.

A resolution is being submitted to support a paid, social work intern position. The Criminal Justice Department hosts an annual social work intern from UW Stevens Point, with the goal of training new social workers in the field of criminal justice. Extra funds were available with the TAD Grant. Social work interns must go through a selection and interview process and are expected to maintain case manager level duties while interning. The intern must complete 400 hours from September 2024 – May 2025.

Residential Substance Abuse Treatment Grant

The COSSAP MAT Grant funding is ending on 9/30/24. The Department of Justice notified the Criminal Justice Department that they were one of five sites selected to continue their program and be placed under the Residential Substance Abuse and Treatment grant. Wood County will receive \$131,295 in grant funds and our program will be funded until at least 2027.

This grant will continue to fund the Medication Assisted Recovery Program in the Wood County

Jail. It will continue to fund peer recovery coaching/groups in the Wood County Jail, medication for alcohol and opioid use disorder and a part-time case manager position. New additions with this grant include clinical AODA services and a proposal for a nurse practitioner position.

A resolution is being submitted to support a new, grant funded position for a nurse practitioner position in the Wood County Jail, to start in fall of 2024. The proposed job description is attached. This position, as of the date of this submission, has been sent to HR for salary review but has not been completed. The Wood County Sheriff's Department and Jail is supportive of this position.

Department Budget:

The 2025 Budget for the Criminal Justice Department was able to fall within less than the 3% allowable increase for its overall budget. The case manager positions received a significant wage increase, with their position grade move from Grade G to Grade H. The department has been anticipating a potential grade change, and was able to accommodate its budget for the significant increase.

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. Participants 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



September 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- The Probate Department budget was submitted August 22, 2024.
- We are currently working to close out the 2023 Annual Accounts and Reports that are still missing for those under a guardianship. Annual accounting of a ward's funds is required to be filed annually. Annual Accounts are mailed out in January of each year with a due date of April 15th. Just under 900 Annual Accounts and Reports are mailed out from our office each year.
- 08/05 - WI Association County Leadership virtual weekly meeting
- 08/06 – Monthly Judges Meeting
- 08/12 - WI Association County Leadership virtual weekly meeting
- 08/15 – Juvenile Justice & Delinquency Prevention Act Zoom training
- 08/19 – WI Association County Leadership virtual weekly meeting
- 08/20 – Operations Committee meeting
- 08/20 – County Board Meeting
- 08/26 - WI Association County Leadership virtual weekly meeting
- 08/28 – Quarterly Department Head 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

SEPTEMBER 2024

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

- Attended the Judicial and Legislative committee meeting on August 1st.
- The beta testing for the Swift software continues to go well. Suggested changes were provided to the Fidlar team and I anticipate testing to be wrapped up soon. I will discuss our feedback at the Fidlar user group meeting next month with other users across the State.
- Attended the Judicial Privacy Shielding Workgroup virtual meeting on August 13th.
- Attended the WRDA Board meeting in Weston on August 14th.
- Attended the Property Records Industry Association (PRIA) conference virtually. Some of the topics this year included: property fraud, cyberattacks, and AI. This conference provides excellent sessions to partners across the Nation.
- Thanks to the assistance of Facilities Manager, Reuben Van Tassel, his staff and Brian Brink from OEI, the clear sound deterrent walls are installed on each station. The best news, they were free! A BIG thank you to all parties involved!
- My staff and I continue to work with Clerk of Court, Kimberly Stimac and her staff to update the procedures on court order for name changes. In doing this, we've ensured the revenue for vital records will remain in Wood County.

CIRCUIT COURT BRANCH I STATEMENT OF PROGRAMS AND SERVICES

Circuit Court Branch I is responsible for the timely and efficient caseload management of one-fourth of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, juvenile, small claims, out of county and other miscellaneous cases assigned.

1. These programs and services are mandated by Wisconsin State Statutes.
2. The programs are State Aid funded.
3. All programs are prioritized according to Wisconsin State Statute requirements and guidelines.
4. These programs cannot be cut or reduced in any way without having direct consequences on a person's civil rights or due process.
5. Program cuts would cause a loss of state funding.

MISSION STATEMENT

The mission statement of all Wisconsin Circuit Courts is found in the Wisconsin Statutes and may be included as part of the Wood County budget for Circuit Court Branch 1.

§753.03 Jurisdiction of Circuit Courts.

The Circuit Courts have the general jurisdiction prescribed for them by Article VII of the Constitution and have power to issue all writs, process and commissions provided in Article VII of the Constitution or by the statutes, or which may be necessary to the due execution of the powers vested in them. The Circuit Courts have power to hear and determine, within their respective circuits, all civil and criminal actions and proceedings unless exclusive jurisdiction is given to some other court; and they have all the powers, according to the usages of courts of law and equity, necessary to the full and complete jurisdiction of the causes and parties and the full and complete administration of justice, and to carry into effect their judgments, orders and other determinations, subject to review by the Court of Appeals or the Supreme Court as provided by law. The courts and the judges thereof have power to award all such writs, process and commissions, throughout the State, returnable in the proper county.

Circuit Court Branch 1 is responsible for the timely and efficient caseload management of one-fourth of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, guardianship, juvenile, adoption, small claims, out of county and any other miscellaneous cases as assigned.



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
03 - Branch I					
0301 - Branch I					
<u>Revenue / Funding Source</u>					
0301-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	56,700	+1.25%	56,000	56,718	0
0301-43512 - State Grants-Courts Total	56,700	+1.25%	56,000	56,718	0
0301-45110 - Juvenile Ordinances					
45 - Fines, Forfeits and Penalties	0	0.00%	0	0	
0301-45110 - Juvenile Ordinances Total	0	0.00%	0	0	
0301-46143 - Public Charges-Interpreter Reimbursement					
46 - Public Charges for Services	800	0.00%	800	1,393	
0301-46143 - Public Charges-Interpreter Reimbursement Total	800	0.00%	800	1,393	
0301-46144 - Court Fees & Costs-Branch I					
46 - Public Charges for Services	0	0.00%	0	0	
0301-46144 - Court Fees & Costs-Branch I Total	0	0.00%	0	0	
Revenue / Funding Source Total	57,500	+1.23%	56,800	58,111	0
<u>Expense / Expenditure</u>					
0301-51212 - Circuit Court Branch I					
100 - Personnel Services	90,788	+9.44%	82,954	55,735	0
200 - Contractual Services	8,750	+2.34%	8,550	2,565	0
300 - Supplies and Expense	13,200	-25.36%	17,685	3,257	0
500 - Fixed Charges	40,296	+0.04%	40,280	26,853	
0301-51212 - Circuit Court Branch I Total	153,035	+2.39%	149,469	88,410	0
Expense / Expenditure Total	153,035	+2.39%	149,469	88,410	0
0301 - Branch I Total	95,535	+3.09%	92,669	30,299	0
03 - Branch I Total	95,535	+3.09%	92,669	30,299	0



Department Operating Budget Summary

2025 Budget Summary				
Department: 03 - Branch I	0301 - Branch I	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	56,700	56,700	+1.25%	56,000
45 - Fines, Forfeits and Penalties	0	0	0.00%	0
46 - Public Charges for Services	800	800	0.00%	800
Total Operating Revenues	57,500	57,500	+1.23%	56,800
Revenue / Funding Source Total	57,500	57,500	+1.23%	56,800
Expense / Expenditure				
100 - Personnel Services	90,788	90,788	+9.44%	82,954
200 - Contractual Services	8,750	8,750	+2.34%	8,550
300 - Supplies and Expense	13,200	13,200	-25.36%	17,685
500 - Fixed Charges	40,296	40,296	+0.04%	40,280
Total Operating Expenditures	153,035	153,035	+2.39%	149,469
Expense / Expenditure Total	153,035	153,035	+2.39%	149,469
03 - Branch I Total	95,535	95,535	+3.09%	92,669

2024 Budget Summary		
Department: 03 - Branch I	0301 - Branch I	2024 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	56,000	56,000
45 - Fines, Forfeits and Penalties	0	0
46 - Public Charges for Services	800	800
Total Operating Revenues	56,800	56,800
Revenue / Funding Source Total	56,800	56,800
Expense / Expenditure		
100 - Personnel Services	82,954	82,954
200 - Contractual Services	8,550	8,550
300 - Supplies and Expense	17,685	17,685
500 - Fixed Charges	40,280	40,280
Total Operating Expenditures	149,469	149,469
Expense / Expenditure Total	149,469	149,469
03 - Branch I Total	92,669	92,669



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
03 - Branch I						
0301 - Branch I						
<u>Revenue / Funding Source</u>						
0301-43512 - State Grants-Courts						
101-0301-43512-???-000	43-000 - Intergovernmental Revenues	56,700	56,000	700	+1.25%	
0301-45110 - Juvenile Ordinances						
101-0301-45110-???-000	45-000 - Fines, Forfeits and Penalties	0	0	0	0.00%	
0301-46143 - Public Charges-Interpreter Reimbursement						
101-0301-46143-???-000	46-000 - Public Charges for Services	800	800	0	0.00%	
0301-46144 - Court Fees & Costs-Branch I						
101-0301-46144-???-000	46-000 - Public Charges for Services	0	0	0	0.00%	
<u>Expense / Expenditure</u>						
0301-51212 - Circuit Court Branch I						
101-0301-51212-???-101	101 - Wages-Permanent	50,674	47,269	3,405	+7.20%	
101-0301-51212-???-107	107 - Sick Leave	2,761	2,555	206	+8.05%	
101-0301-51212-???-108	108 - Vacation	5,503	5,183	320	+6.18%	
101-0301-51212-???-109	109 - Holiday	2,288	2,129	159	+7.49%	
101-0301-51212-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-0301-51212-???-120	120 - FICA	4,684	4,371	313	+7.16%	
101-0301-51212-???-130	130 - Health Insurance	18,268	17,172	1,096	+6.38%	
101-0301-51212-???-132	132 - Post Employment Benefits	1,151	0	1,151	0.00%	
101-0301-51212-???-133	133 - Vision Insurance	58	55	3	+5.16%	



Department Operating Budget Narrative

101-0301-51212-???-134	134 - Dental Insurance	931	0	931	0.00%
101-0301-51212-???-140	140 - Life Insurance	15	16	(1)	-5.46%
101-0301-51212-???-151	151 - Retirement	4,255	3,942	313	+7.94%
101-0301-51212-???-160	160 - Worker's Compensation	48	61	(12)	-20.14%
101-0301-51212-???-172	172 - Training / Conference / CPE	150	200	(50)	-25.00%
101-0301-51212-???-218	218 - Prof Serv-Witness Fees	750	750	0	0.00%
101-0301-51212-???-219	219 - Prof Serv-Other	5,400	5,200	200	+3.85%
101-0301-51212-???-221	221 - Utility Service-Cellphone / Telephone	2,000	2,000	0	0.00%
101-0301-51212-???-230	230 - R/M Serv-PC Replacement	0	0	0	0.00%
101-0301-51212-???-243	243 - R/M Serv Other-Equipment	400	400	0	0.00%
101-0301-51212-???-291	291 - Contractual Services-Other	200	200	0	0.00%
101-0301-51212-???-311	311 - Office Supplies	3,500	6,500	(3,000)	-46.15%
101-0301-51212-???-312	312 - Copy Expense	500	625	(125)	-20.00%
101-0301-51212-???-313	313 - Postage	1,250	1,250	0	0.00%
101-0301-51212-???-328	328 - Dues	7,000	8,200	(1,200)	-14.63%
101-0301-51212-???-331	331 - Mileage	350	400	(50)	-12.50%
101-0301-51212-???-332	332 - Meals	300	360	(60)	-16.67%
101-0301-51212-???-333	333 - Lodging / Hotels	300	350	(50)	-14.29%
101-0301-51212-???-336	336 - Parking	0	0	0	0.00%
101-0301-51212-???-511	511 - Insurance-Liability	1,572	1,556	17	+1.07%
101-0301-51212-???-531	531 - Rent-Interdepartment	38,724	38,724	0	0.00%

Total 03 - Branch I		95,535	92,669	2,866	+3.09%
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 03 - Branch I

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
03 - Branch I									
0301 - Branch I									
0301-51212 - Circuit Court Branch I									
(Unassigned)									
1603A - B1 Judicial Assistant	Grade G	96.88	57,548	27,498	-	85,046	2,015	-	0.97
1603-Legal Admin Asst	Grade F	7.45	3,679	1,913	-	5,592	155	-	0.07
Total (Unassigned)			61,227	29,411	-	90,638	2,170	-	1.04
Total 0301-51212 - Circuit Court Branch I			61,227	29,411	-	90,638	2,170	-	1.04
Total 0301 - Branch I			61,227	29,411	-	90,638	2,170	-	1.04
Total 03 - Branch I			61,227	29,411	-	90,638	2,170	-	1.04
Grand Total			61,227	29,411	-	90,638	2,170	-	1.04



Department Operating Budget Summary

Department: 04 - Branch II	2025 Budget Summary			
	0401 - Branch II	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	56,700	56,700	0.00%	56,700
46 - Public Charges for Services	800	800	0.00%	800
Total Operating Revenues	57,500	57,500	0.00%	57,500
Revenue / Funding Source Total				
	57,500	57,500	0.00%	57,500
Expense / Expenditure				
100 - Personnel Services	90,637	90,637	+8.10%	83,845
200 - Contractual Services	7,410	7,410	0.00%	7,410
300 - Supplies and Expense	6,820	6,820	0.00%	6,820
500 - Fixed Charges	35,672	35,672	+1.18%	35,256
Total Operating Expenditures	140,540	140,540	+5.41%	133,331
Expense / Expenditure Total				
	140,540	140,540	+5.41%	133,331
04 - Branch II Total	83,040	83,040	+9.51%	75,831

Department: 04 - Branch II	2024 Budget Summary	
	0401 - Branch II	2024 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	56,700	56,700
46 - Public Charges for Services	800	800
Total Operating Revenues	57,500	57,500
Revenue / Funding Source Total		
	57,500	57,500
Expense / Expenditure		
100 - Personnel Services	83,845	83,845
200 - Contractual Services	7,410	7,410
300 - Supplies and Expense	6,820	6,820
500 - Fixed Charges	35,256	35,256
Total Operating Expenditures	133,331	133,331
Expense / Expenditure Total		
	133,331	133,331
04 - Branch II Total	75,831	75,831



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
04 - Branch II					
0401 - Branch II					
<u>Revenue / Funding Source</u>					
0401-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	56,700	0.00%	56,700	56,718	56,718
0401-43512 - State Grants-Courts Total	56,700	0.00%	56,700	56,718	56,718
0401-46143 - Public Charges-Interpreter Reimbursement					
46 - Public Charges for Services	800	0.00%	800	1,393	800
0401-46143 - Public Charges-Interpreter Reimbursement Total	800	0.00%	800	1,393	800
Revenue / Funding Source Total	57,500	0.00%	57,500	58,111	57,518
<u>Expense / Expenditure</u>					
0401-51213 - Circuit Court Branch II					
100 - Personnel Services	90,637	+8.10%	83,845	49,451	83,845
200 - Contractual Services	7,410	0.00%	7,410	3,231	5,910
300 - Supplies and Expense	6,820	0.00%	6,820	3,411	6,720
500 - Fixed Charges	35,672	+1.18%	35,256	23,504	35,256
0401-51213 - Circuit Court Branch II Total	140,540	+5.41%	133,331	79,597	131,731
Expense / Expenditure Total	140,540	+5.41%	133,331	79,597	131,731
0401 - Branch II Total	83,040	+9.51%	75,831	21,486	74,213
04 - Branch II Total	83,040	+9.51%	75,831	21,486	74,213



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
04 - Branch II						
0401 - Branch II						
<u>Revenue / Funding Source</u>						
0401-43512 - State Grants-Courts						
101-0401-43512-???-000	43-000 - Intergovernmental Revenues	56,700	56,700	0	0.00%	
0401-46143 - Public Charges-Interpreter Reimbursement						
101-0401-46143-???-000	46-000 - Public Charges for Services	800	800	0	0.00%	
<u>Expense / Expenditure</u>						
0401-51213 - Circuit Court Branch II						
101-0401-51213-???-101	101 - Wages-Permanent	50,674	47,250	3,424	+7.25%	Extra week added for floater to cover vacation time in Br. 2, taken from Probate budget. All wage and benefit increases result from that move from one budget to another.
101-0401-51213-???-107	107 - Sick Leave	2,761	2,572	189	+7.36%	
101-0401-51213-???-108	108 - Vacation	5,503	5,183	320	+6.18%	
101-0401-51213-???-109	109 - Holiday	2,288	2,132	157	+7.36%	
101-0401-51213-???-120	120 - FICA	4,684	4,371	313	+7.16%	
101-0401-51213-???-130	130 - Health Insurance	18,268	17,172	1,096	+6.38%	
101-0401-51213-???-132	132 - Post Employment Benefits	1,151	1,093	58	+5.35%	
101-0401-51213-???-133	133 - Vision Insurance	57	54	3	+5.27%	
101-0401-51213-???-134	134 - Dental Insurance	931	0	931	0.00%	
101-0401-51213-???-140	140 - Life Insurance	15	16	(1)	-5.46%	
101-0401-51213-???-151	151 - Retirement	4,255	3,942	313	+7.94%	
101-0401-51213-???-160	160 - Worker's Compensation	48	61	(12)	-20.14%	
101-0401-51213-???-172	172 - Training / Conference / CPE	0	0	0	0.00%	



Department Operating Budget Narrative

101-0401-51213-???-214	214 - Prof Serv-Printing	110	110	0	0.00%
101-0401-51213-???-219	219 - Prof Serv-Other	5,000	5,000	0	0.00%
101-0401-51213-???-221	221 - Utility Service-Cellphone / Telephone	1,800	1,800	0	0.00%
101-0401-51213-???-243	243 - R/M Serv Other-Equipment	500	500	0	0.00%
101-0401-51213-???-311	311 - Office Supplies	1,500	1,500	0	0.00%
101-0401-51213-???-312	312 - Copy Expense	150	150	0	0.00%
101-0401-51213-???-313	313 - Postage	900	900	0	0.00%
101-0401-51213-???-325	325 - Dues & Subscriptions	4,200	4,200	0	0.00%
101-0401-51213-???-331	331 - Mileage	50	50	0	0.00%
101-0401-51213-???-332	332 - Meals	20	20	0	0.00%
101-0401-51213-???-333	333 - Lodging / Hotels	0	0	0	0.00%
101-0401-51213-???-336	336 - Parking	0	0	0	0.00%
101-0401-51213-???-511	511 - Insurance-Liability	1,572	1,556	17	+1.07%
101-0401-51213-???-531	531 - Rent-Interdepartment	34,100	33,700	400	+1.19%

Total 04 - Branch II	83,040	75,831	7,209	+9.51%
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 04 - Branch II

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
04 - Branch II									
0401 - Branch II									
0401-51213 - Circuit Court Branch II			61,227	29,410	-	90,637	2,170	-	1.04
Total 0401 - Branch II			61,227	29,410	-	90,637	2,170	-	1.04
Total 04 - Branch II			61,227	29,410	-	90,637	2,170	-	1.04
Grand Total			61,227	29,410	-	90,637	2,170	-	1.04

MISSION STATEMENT

The mission statement of all Wisconsin Circuit Courts is found in the Wisconsin Statutes and may be included as part of the Wood County budget for Circuit Court Branch 2.

§753.03 Jurisdiction of Circuit Courts.

The Circuit Courts have the general jurisdiction prescribed for them by Article VII of the Constitution and have power to issue all writs, process and commissions provided in Article VII of the Constitution or by the statutes, or which may be necessary to the due execution of the powers vested in them. The Circuit Courts have power to hear and determine, within their respective circuits, all civil and criminal actions and proceedings unless exclusive jurisdiction is given to some other court; and they have all the powers, according to the usages of courts of law and equity, necessary to the full and complete jurisdiction of the causes and parties and the full and complete administration of justice, and to carry into effect their judgments, orders and other determinations, subject to review by the Court of Appeals or the Supreme Court as provided by law. The courts and the judges thereof have power to award all such writs, process and commissions, throughout the State, returnable in the proper county.

CIRCUIT COURT BRANCH II STATEMENT OF PROGRAMS AND SERVICES

Circuit Court Branch 2 is responsible for the timely and efficient caseload management of one-fourth of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, juvenile, small claims, out of county and other miscellaneous cases assigned.



Wood County

WISCONSIN

CIRCUIT COURT
BRANCH 3

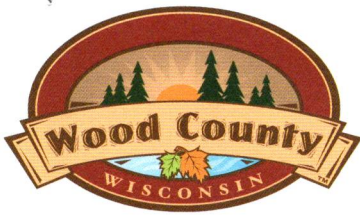
Todd P. Wolf
CIRCUIT COURT JUDGE

MISSION STATEMENT

The mission statement of all Wisconsin Circuit Courts is found in the Wisconsin Statutes and may be included as part of the Wood County budget for Circuit Court Branch 3.

Sec. 753.03 Jurisdiction of Circuit Courts.

The Circuit Courts have the general jurisdiction prescribed for them by Article VII of the Constitution and have power to issue all writs, process and commissions provided in Article VII of the Constitution or by the statutes, or which may be necessary to the due execution of the powers vested in them. The Circuit Courts have power to hear and determine, within their respective circuits, all civil and criminal actions and proceedings unless exclusive jurisdiction is given to some other court; and they have all the powers, according to the usages of courts of law and equity, necessary to the full and complete jurisdiction of the causes and parties and the full and complete administration of justice, and to carry into effect their judgments, orders and other determinations, subject to review by the Court of Appeals or the Supreme Court as provided by law. The courts and the judges thereof have power to award all such writs, process and commissions, throughout the State, returnable in the proper county.



Wood County

WISCONSIN

CIRCUIT COURT
BRANCH 3

Todd P. Wolf
CIRCUIT COURT JUDGE

STATEMENT OF PROGRAMS AND SERVICES

-CIRCUIT COURT BRANCH 3-

Circuit Court Branch 3 is responsible for the timely and efficient caseload management of one-third of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, juvenile, small claims, out of county and any other miscellaneous cases as assigned.



Department Operating Budget Summary

2025 Budget Summary				
Department: 05 - Branch III	0501 - Branch III	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	56,700	56,700	0.00%	56,700
46 - Public Charges for Services	800	800	0.00%	800
47 - Intergov. Charges for Services	0	0	0.00%	0
Total Operating Revenues	57,500	57,500	0.00%	57,500
Revenue / Funding Source Total	57,500	57,500	0.00%	57,500
Expense / Expenditure				
100 - Personnel Services	86,677	86,677	+6.46%	81,420
200 - Contractual Services	6,550	6,550	0.00%	6,550
300 - Supplies and Expense	5,925	5,925	+4.22%	5,685
500 - Fixed Charges	39,445	39,445	+0.04%	39,429
Total Operating Expenditures	138,598	138,598	+4.14%	133,084
Expense / Expenditure Total	138,598	138,598	+4.14%	133,084
05 - Branch III Total	81,098	81,098	+7.30%	75,584

2024 Budget Summary		
Department: 05 - Branch III	0501 - Branch III	2024 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	56,700	56,700
46 - Public Charges for Services	800	800
47 - Intergov. Charges for Services	0	0
Total Operating Revenues	57,500	57,500
Revenue / Funding Source Total	57,500	57,500
Expense / Expenditure		
100 - Personnel Services	81,420	81,420
200 - Contractual Services	6,550	6,550
300 - Supplies and Expense	5,685	5,685
500 - Fixed Charges	39,429	39,429
Total Operating Expenditures	133,084	133,084
Expense / Expenditure Total	133,084	133,084
05 - Branch III Total	75,584	75,584



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
05 - Branch III						
0501 - Branch III						
<u>Revenue / Funding Source</u>						
0501-43512 - State Grants-Courts						
101-0501-43512-???-000	43-000 - Intergovernmental Revenues	56,700	56,700	0	0.00%	
0501-46143 - Public Charges-Interpreter Reimbursement						
101-0501-46143-???-000	46-000 - Public Charges for Services	800	800	0	0.00%	
0501-47210 - Branch III						
101-0501-47210-???-000	47-000 - Intergovernmental Charges for Services	0	0	0	0.00%	
<u>Expense / Expenditure</u>						
0501-51214 - Circuit Court Branch III						
101-0501-51214-???-101	101 - Wages-Permanent	50,798	47,531	3,266	+6.87%	
101-0501-51214-???-107	107 - Sick Leave	2,655	2,480	175	+7.05%	
101-0501-51214-???-108	108 - Vacation	3,245	3,034	211	+6.95%	
101-0501-51214-???-109	109 - Holiday	2,201	2,056	145	+7.04%	
101-0501-51214-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-0501-51214-???-120	120 - FICA	4,506	4,215	290	+6.89%	
101-0501-51214-???-130	130 - Health Insurance	17,943	17,172	771	+4.49%	
101-0501-51214-???-132	132 - Post Employment Benefits	1,123	1,052	71	+6.74%	
101-0501-51214-???-133	133 - Vision Insurance	4	3	1	+47.48%	
101-0501-51214-???-134	134 - Dental Insurance	48	0	48	0.00%	
101-0501-51214-???-140	140 - Life Insurance	15	16	(1)	-5.46%	
101-0501-51214-???-151	151 - Retirement	4,093	3,802	291	+7.66%	



Department Operating Budget Narrative

101-0501-51214-???-160	160 - Worker's Compensation	47	58	(12)	-20.34%
101-0501-51214-???-172	172 - Training / Conference / CPE	0	0	0	0.00%
101-0501-51214-???-214	214 - Prof Serv-Printing	150	150	0	0.00%
101-0501-51214-???-219	219 - Prof Serv-Other	5,000	5,000	0	0.00%
101-0501-51214-???-221	221 - Utility Service-Cellphone / Telephone	1,400	1,400	0	0.00%
101-0501-51214-???-311	311 - Office Supplies	1,500	1,500	0	0.00%
101-0501-51214-???-312	312 - Copy Expense	600	600	0	0.00%
101-0501-51214-???-313	313 - Postage	825	825	0	0.00%
101-0501-51214-???-325	325 - Dues & Subscriptions	3,000	2,760	240	+8.70% Increase in Westlaw contract
101-0501-51214-???-331	331 - Mileage	0	0	0	0.00%
101-0501-51214-???-332	332 - Meals	0	0	0	0.00%
101-0501-51214-???-333	333 - Lodging / Hotels	0	0	0	0.00%
101-0501-51214-???-336	336 - Parking	0	0	0	0.00%
101-0501-51214-???-511	511 - Insurance-Liability	1,572	1,556	17	+1.07%
101-0501-51214-???-531	531 - Rent-Interdepartment	37,873	37,873	0	0.00%

Total 05 - Branch III		81,098	75,584	5,514	+7.30%
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Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
05 - Branch III					
0501 - Branch III					
<u>Revenue / Funding Source</u>					
0501-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	56,700	0.00%	56,700	56,718	56,700
0501-43512 - State Grants-Courts Total	56,700	0.00%	56,700	56,718	56,700
0501-46143 - Public Charges-Interpreter Reimbursement					
46 - Public Charges for Services	800	0.00%	800	1,393	800
0501-46143 - Public Charges-Interpreter Reimbursement Total	800	0.00%	800	1,393	800
0501-47210 - Branch III					
47 - Intergov. Charges for Services	0	0.00%	0	0	0
0501-47210 - Branch III Total	0	0.00%	0	0	0
Revenue / Funding Source Total	57,500	0.00%	57,500	58,111	57,500
<u>Expense / Expenditure</u>					
0501-51214 - Circuit Court Branch III					
100 - Personnel Services	86,677	+6.46%	81,420	47,808	81,417
200 - Contractual Services	6,550	0.00%	6,550	3,330	5,925
300 - Supplies and Expense	5,925	+4.22%	5,685	1,978	5,185
500 - Fixed Charges	39,445	+0.04%	39,429	26,286	39,429
0501-51214 - Circuit Court Branch III Total	138,598	+4.14%	133,084	79,402	131,956
Expense / Expenditure Total	138,598	+4.14%	133,084	79,402	131,956
0501 - Branch III Total	81,098	+7.30%	75,584	21,291	74,456
05 - Branch III Total	81,098	+7.30%	75,584	21,291	74,456

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 0501 - Branch III

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
05 - Branch III									
0501 - Branch III									
0501-51214 - Circuit Court Branch III (Unassigned)									
1603-Legal Admin Asst	Grade F	5.59	2,760	1,436	-	4,196	116	-	0.06
1605A - B3 Judicial Assistant	Grade G	96.88	56,138	26,343	-	82,481	2,015	-	0.97
Total (Unassigned)			58,898	27,779	-	86,677	2,131	-	1.02
Total 0501-51214 - Circuit Court Branch III			58,898	27,779	-	86,677	2,131	-	1.02
Total 0501 - Branch III			58,898	27,779	-	86,677	2,131	-	1.02
Total 05 - Branch III			58,898	27,779	-	86,677	2,131	-	1.02
Grand Total			58,898	27,779	-	86,677	2,131	-	1.02



MISSION STATEMENT

The mission statement of all Wisconsin Circuit Courts is found in the Wisconsin Statutes and may be included as part of the Wood County budget for Circuit Court Branch 4.

§753.03 Jurisdiction of Circuit Courts.

The Circuit Courts have the general jurisdiction prescribed for them by Article VII of the Constitution and have power to issue all writs, process and commissions provided in Article VII of the Constitution or by the statutes, or which may be necessary to the due execution of the powers vested in them. The Circuit Courts have power to hear and determine, within their respective circuits, all civil and criminal actions and proceedings unless exclusive jurisdiction is given to some other court; and they have all the powers, according to the usages of courts of law and equity, necessary to the full and complete jurisdiction of the causes and parties and the full and complete administration of justice, and to carry into effect their judgments, orders and other determinations, subject to review by the Court of Appeals or the Supreme Court as provided by law. The courts and the judges thereof have power to award all such writs, process and commissions, throughout the State, returnable in the proper county.



**CIRCUIT COURT BRANCH IV
STATEMENT OF PROGRAMS AND SERVICES**

Circuit Court Branch 4 is responsible for the timely and efficient caseload management of one-fourth of all assigned civil, family, criminal, traffic, forfeiture, mental, probate, juvenile, small claims, out of county and other miscellaneous cases assigned.



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
34 - Branch IV					
3401 - Branch IV					
<u>Revenue / Funding Source</u>					
3401-43512 - State Grants-Courts IV					
43 - Intergovernmental Revenues	56,700	0.00%	56,700	56,718	
3401-43512 - State Grants-Courts IV Total	56,700	0.00%	56,700	56,718	
3401-46143 - Other Professional Reimbursements IV					
46 - Public Charges for Services	800	0.00%	800	1,393	
3401-46143 - Other Professional Reimbursements IV Total	800	0.00%	800	1,393	
Revenue / Funding Source Total	57,500	0.00%	57,500	58,111	
<u>Expense / Expenditure</u>					
3401-51216 - Circuit Court Branch IV					
100 - Personnel Services	88,084	+6.09%	83,029	48,436	83,029
200 - Contractual Services	7,000	0.00%	7,000	2,614	7,000
300 - Supplies and Expense	7,700	0.00%	7,700	2,972	7,700
500 - Fixed Charges	36,600	+0.05%	36,584	24,389	36,584
3401-51216 - Circuit Court Branch IV Total	139,385	+3.78%	134,313	78,412	134,313
Expense / Expenditure Total	139,385	+3.78%	134,313	78,412	134,313
3401 - Branch IV Total	81,885	+6.60%	76,813	20,301	134,313
34 - Branch IV Total	81,885	+6.60%	76,813	20,301	134,313



Department Operating Budget Summary

Department: 34 - Branch IV	2025 Budget Summary			
	3401 - Branch IV	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues	56,700	56,700	0.00%	56,700
46 - Public Charges for Services	800	800	0.00%	800
Total Operating Revenues	57,500	57,500	0.00%	57,500
Revenue / Funding Source Total	57,500	57,500	0.00%	57,500
Expense / Expenditure				
100 - Personnel Services	88,084	88,084	+6.09%	83,029
200 - Contractual Services	7,000	7,000	0.00%	7,000
300 - Supplies and Expense	7,700	7,700	0.00%	7,700
500 - Fixed Charges	36,600	36,600	+0.05%	36,584
Total Operating Expenditures	139,385	139,385	+3.78%	134,313
Expense / Expenditure Total	139,385	139,385	+3.78%	134,313
34 - Branch IV Total	81,885	81,885	+6.60%	76,813

Department: 34 - Branch IV	2024 Budget Summary	
	3401 - Branch IV	2024 Budget
Revenue / Funding Source		
43 - Intergovernmental Revenues	56,700	56,700
46 - Public Charges for Services	800	800
Total Operating Revenues	57,500	57,500
Revenue / Funding Source Total	57,500	57,500
Expense / Expenditure		
100 - Personnel Services	83,029	83,029
200 - Contractual Services	7,000	7,000
300 - Supplies and Expense	7,700	7,700
500 - Fixed Charges	36,584	36,584
Total Operating Expenditures	134,313	134,313
Expense / Expenditure Total	134,313	134,313
34 - Branch IV Total	76,813	76,813



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference	
				Amount	%
34 - Branch IV					
3401 - Branch IV					
<u>Revenue / Funding Source</u>					
3401-43512 - State Grants-Courts IV					
101-3401-43512-???-000	43-000 - Intergovernmental Revenues	56,700	56,700	0	0.00%
3401-46143 - Other Professional Reimbursements IV					
101-3401-46143-???-000	46-000 - Public Charges for Services	800	800	0	0.00%
<u>Expense / Expenditure</u>					
3401-51216 - Circuit Court Branch IV					
101-3401-51216-???-101	101 - Wages-Permanent	50,303	47,708	2,595	+5.44%
101-3401-51216-???-107	107 - Sick Leave	2,684	2,542	142	+5.59%
101-3401-51216-???-108	108 - Vacation	4,308	4,115	194	+4.71%
101-3401-51216-???-109	109 - Holiday	2,225	2,107	118	+5.59%
101-3401-51216-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%
101-3401-51216-???-120	120 - FICA	4,553	4,320	233	+5.40%
101-3401-51216-???-130	130 - Health Insurance	18,268	17,172	1,096	+6.38%
101-3401-51216-???-132	132 - Post Employment Benefits	1,120	1,079	41	+3.77%
101-3401-51216-???-133	133 - Vision Insurance	32	29	3	+9.93%
101-3401-51216-???-134	134 - Dental Insurance	65	0	65	0.00%
101-3401-51216-???-140	140 - Life Insurance	0	1	(1)	-100.00%
101-3401-51216-???-151	151 - Retirement	4,137	3,897	240	+6.16%
101-3401-51216-???-160	160 - Worker's Compensation	47	60	(13)	-21.45%
101-3401-51216-???-172	172 - Training / Conference / CPE	0	0	0	0.00%



Department Operating Budget Narrative

101-3401-51216-???-214	214 - Prof Serv-Printing	200	200	0	0.00%
101-3401-51216-???-219	219 - Prof Serv-Other	5,000	5,000	0	0.00%
101-3401-51216-???-221	221 - Utility Service-Cellphone / Telephone	1,800	1,800	0	0.00%
101-3401-51216-???-311	311 - Office Supplies	2,000	2,000	0	0.00%
101-3401-51216-???-312	312 - Copy Expense	600	600	0	0.00%
101-3401-51216-???-313	313 - Postage	900	900	0	0.00%
101-3401-51216-???-325	325 - Dues & Subscriptions	4,200	4,200	0	0.00%
101-3401-51216-???-511	511 - Insurance-Liability	1,572	1,556	17	+1.07%
101-3401-51216-???-531	531 - Rent-Interdepartment	35,028	35,028	0	0.00%

Total 34 - Branch IV		81,542	76,813	4,729	+6.16%
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 34 - Branch IV

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
34 - Branch IV									
3401 - Branch IV									
3401-51216 - Circuit Court Branch IV (Unassigned)									
1603-Legal Admin Asst	Grade F	7.45	3,679	1,913	-	5,592	155	-	0.07
1606A - B4 Judicial Assistant	Grade G	96.88	56,138	26,354	-	82,492	2,015	-	0.97
Total (Unassigned)			59,817	28,267	-	88,084	2,170	-	1.04
Total 3401-51216 - Circuit Court Branch IV			59,817	28,267	-	88,084	2,170	-	1.04
Total 3401 - Branch IV			59,817	28,267	-	88,084	2,170	-	1.04
Total 34 - Branch IV			59,817	28,267	-	88,084	2,170	-	1.04
Grand Total			59,817	28,267	-	88,084	2,170	-	1.04

Wood County Child Support Program

Mission Statement

"As a team of child support professionals, our commitment is to enhance the well-being of the children and families we serve."

Wood County Child Support Program Statement of Programs and Services

The child support enforcement (or Title IV-D) program is operated through the cooperative efforts of federal, state and local government. The program is designed to: Establish paternity on behalf of children, whose parents were not married to each other at the time of the child's birth; establish court orders obligating parents to pay child support and provide health care for their children, including health insurance coverage; collect support payments including child support and family support; take administrative and legal actions necessary to enforce a support order when parents fail to pay the support they have been ordered to pay; find parents who are not paying support and locate their income and assets; and when necessary, to establish or enforce a child support order.

The Bureau of Child Support oversees administration of the IV-D program. The program is operated locally by counties or tribal child support agencies. The IV-D program encourages parental responsibility and offers social, economic and medical benefits to families. By helping parents establish paternity and obtain legal orders for payment of child support, the program benefits not only the children and families who are directly affected, but the general public as well. Some of the tangible benefits include: financial security for children, reduced public assistance costs and reduced health care costs.

Federal Laws and Regulations

The child support program is authorized by federal law, and is operated in accordance with federal and state laws and regulations. At the federal level, the Social Security Act provides the authority to operate a child support program. Title IV-D assigns responsibility for overseeing the child support program to the federal government, and primary responsibility for operating the program to the states. Federal standards for operating the program, which all states must follow, are documented in the Code of Federal Regulations, Sections 300 to 399. This clarifies federal laws and explains how those laws are to be implemented. The CFR has the same force of authority as the law it is written to implement. For this reason, all state and local agencies operating the IV-D program must comply with the regulations.

In Wisconsin, ss 49.22, Wis. Stats., provides the administrative authority to operate a program to establish paternity, collect child support, and handle related matters. Chapters 767 and 769 cover requirements for handling legal and administrative actions. Administrative rules published in the Wisconsin Administrative Code have the force of law. Three important state administrative rules directly relate to the program. DCF 150 governs setting child support payment amounts; DCF 151 relates to certain aspects of paternity establishment, DCF 152 deals with administration of the program. County child support enforcement agencies must follow both state and federal laws and regulations. For this reason, great care is taken to ensure that all state laws and policies related to child support enforcement are consistent and compatible with federal requirements.

Funding Sources

The program is funded with a combination of federal, state and local dollars. Counties are responsible for covering any costs of operating the program that are not covered by state or federal funding. If state and federal funding is not sufficient to operate the child support program, the child support agency becomes dependent on local tax levy to fund the remaining costs.

Administrative Cost Reimbursement: Federal administrative cost reimbursement is the principal source of funds for the child support program. Reimbursement is not limited to administrative costs, but covers all costs of managing and operating the program, including providing services. The reimbursement rate for most administrative costs is currently 66%. When submitting administrative cost claims, certain revenues and reimbursements must be subtracted from total costs to arrive at the net reimbursable amount. Program application fees and collections made on reimbursed costs, such as genetic testing must be subtracted from any administrative cost claims.

Federal Incentive Payments: Federal Incentive monies are allocated to States based upon their performance in four performance measures. The performance measures are Current Child Support Collection Rate, Paternity Establishment Rate, Court Order Establishment Rate and Federal Arrears Collection Rate. The State of Wisconsin then distributes the money to the counties based upon their performance. Federal incentive payments are not eligible for the 66% reimbursement so they must be subtracted out before costs can be submitted.

State General Purpose Revenue: This block of money is distributed to the counties from the State of Wisconsin. It is allocated to the counties from the State based upon performance and efficiency. State GPR was allocated as a way to make up for revenue cuts that were created by the Deficit Reduction Act of 2005. The Deficit Reduction Act reduced funding to the counties by not allowing Federal Incentive monies to be eligible for the 66% reimbursement. State GPR is eligible for the 66% Federal reimbursement.

Medical Support Incentives: Under federal regulations, the state agency responsible for administering Medicaid must pay incentives to child support agencies for medical support collections. The incentive payments equal 15% of any MA costs that are recovered from a non-custodial parent. The medical support incentives are paid to the child support agency responsible for collection. All medical support incentive payments must be reinvested in the child support program and are not eligible for 66% federal reimbursement.

Program Revenues: All child support program revenues must be reported to the Office of Child Support Enforcement and must be used to offset the state's administrative costs for the IV-D program. The revenues are reported to the Office of Child Support Enforcement quarterly. County program income revenue that must be reported includes application fees, genetic testing fees, and out-of-state extradition costs. State program revenue that must be reported includes contingency fees on collections made through federal and state tax intercepts and the interstate collections program, fees charged to

tribes under purchase of service agreements, interest on accounts held by the Support Collections Trust Fund, unclaimed funds and the annual receipt and disbursement fee for IV-D cases.

County Levy: When all other funding sources have been exhausted County Levy is essential to appropriately fund the program.

Impact of the Child Support Program on other Programs

Taxpayer Savings: Child support collections reduce public assistance costs. Child support collected for children helps to keep families independent of public assistance and thereby avoids added public assistance costs paid by taxpayers.

Human Services Revenue: The Child Support Agency collects support from parents who have children in out of home placement such as foster care or juvenile detention. The money is then distributed to Human Services to offset the cost of the out of home placement.

Cooperative Agreements: The Child Support Agency enters into cooperative agreements with other county departments and reimburses them for 66% of their costs. Although the Child Support Agency does not pay 100% of the cooperative agency's expense, the other agencies are doing duties they otherwise would have to do without reimbursement. This leads to a direct benefit to the county. Without the Child Support Agency these departments would see reduced funding.

Impact of program expenditure cuts on program revenues

As mentioned earlier for every dollar spent, the child support program gets 66% back from the federal government. If we reduce expenditures by \$100.00 we only save \$34.00 which is the 34% that we do not get reimbursed for. In order to see any real savings in our budget we would have to make significant cuts to expenses. If we wanted to save \$20,000.00 we would need to cut \$58,823.56 in expenses.



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
02 - Child Support					
0201 - Child Support					
<u>Revenue / Funding Source</u>					
0201-41110 - General Property Taxes -Child Support					
41 - Taxes	41,319	-30.00%	59,031	39,354	56,364
41-000 - Taxes	41,319	-30.00%	59,031	39,354	56,364
0201-41110 - General Property Taxes - Child Support Total	41,319	-30.00%	59,031	39,354	56,364
0201-43568 - State Aid-Child Support					
43 - Intergovernmental Revenues	1,176,695	+8.37%	1,085,833	533,965	1,082,063
43-000 - Intergovernmental Revenues	1,176,695	+8.37%	1,085,833	533,965	1,082,063
0201-43568 - State Aid-Child Support Total	1,176,695	+8.37%	1,085,833	533,965	1,082,063
0201-46621 - Child Support Genetic Tests					
46 - Public Charges for Services	2,000	-25.93%	2,700	1,340	2,000
46-000 - Public Charges for Services	2,000	-25.93%	2,700	1,340	2,000
0201-46621 - Child Support Genetic Tests Total	2,000	-25.93%	2,700	1,340	2,000
0201-46623 - Child Support Filing Fees					
46 - Public Charges for Services	30	-50.00%	60	20	30
46-000 - Public Charges for Services	30	-50.00%	60	20	30
0201-46623 - Child Support Filing Fees Total	30	-50.00%	60	20	30
0201-46624 - Child Support Service Fees					
46 - Public Charges for Services	11,000	-4.35%	11,500	9,458	11,500
46-000 - Public Charges for Services	11,000	-4.35%	11,500	9,458	11,500
0201-46624 - Child Support Service Fees Total	11,000	-4.35%	11,500	9,458	11,500
0201-46625 - Public Charges-Extradition					
46 - Public Charges for Services	0	0.00%	0	0	0
46-000 - Public Charges for Services	0	0.00%	0	0	0
0201-46625 - Public Charges-Extradition Total	0	0.00%	0	0	0
Revenue / Funding Source Total	1,231,044	+6.20%	1,159,124	584,137	1,151,957
<u>Expense / Expenditure</u>					
0201-51330 - Child Support					
100 - Personnel Services	1,038,600	+5.41%	985,272	619,601	987,105
101 - Wages-Permanent	600,828	+5.02%	572,119	369,654	575,360
107 - Sick Leave	32,734	+5.32%	31,081	14,591	31,081
108 - Vacation	58,656	+8.59%	54,017	35,245	54,017
109 - Holiday	27,129	+5.32%	25,759	11,697	25,759
110 - Funeral/Jury/Other	0	0.00%	0	1,321	1,092
120 - FICA	55,030	+5.33%	52,248	31,313	52,248



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
130 - Health Insurance	188,190	+4.50%	180,091	117,752	180,091
132 - Post Employment Benefits	12,359	+5.48%	11,716	7,403	11,716
133 - Vision Insurance	337	+17.94%	286	220	286
134 - Dental Insurance	2,669	+100.00%	0	0	
140 - Life Insurance	106	0.00%	106	69	106
151 - Retirement	49,995	+6.09%	47,125	29,878	47,125
160 - Worker's Compensation	568	-21.50%	724	458	724
172 - Training / Conference / CPE	10,000	0.00%	10,000	0	7,500
200 - Contractual Services	108,484	+18.92%	91,224	35,838	85,824
211 - Prof Serv-Legal	35,244	0.00%	35,244	11,739	35,244
214 - Prof Serv-Printing	2,000	0.00%	2,000	816	1,800
217 - Prof Serv-Medical	7,000	-6.67%	7,500	2,155	5,000
219 - Prof Serv-Other	54,000	+50.00%	36,000	15,440	34,000
221 - Utility Service-Cellphone / Telephone	5,700	0.00%	5,700	2,501	5,000
230 - R/M Serv-PC Replacement	4,540	-5.02%	4,780	3,187	4,780
237 - R/M Serv-Interdept Softwr Supt	0	0.00%	0	0	
300 - Supplies and Expense	42,206	+2.71%	41,093	14,403	37,493
311 - Office Supplies	9,500	0.00%	9,500	2,769	9,500
312 - Copy Expense	3,000	-16.67%	3,600	520	2,000
313 - Postage	14,500	+11.54%	13,000	7,218	13,000
324 - Advertising	800	0.00%	800	175	800
325 - Dues & Subscriptions	900	+12.50%	800	400	800
327 - Computer Supplies	2,656	+4.44%	2,543	2,543	2,543
331 - Mileage	5,500	0.00%	5,500	718	3,500
332 - Meals	1,500	0.00%	1,500	60	1,500
333 - Lodging / Hotels	3,500	0.00%	3,500	0	3,500
336 - Parking	350	0.00%	350	0	350
340 - Operating Supplies & Expense	0	0.00%	0	0	
500 - Fixed Charges	41,754	+0.53%	41,535	27,690	41,535
511 - Insurance-Liability	6,006	+3.80%	5,787	3,858	5,787
531 - Rent-Interdepartment	35,748	0.00%	35,748	23,832	35,748
0201-51330 - Child Support Total	1,231,044	+6.20%	1,159,124	697,531	1,151,957
0201-59210 - Transfers to General Fund					
900 - Other Financing Uses	0	0.00%	0	0	
911 - Transfer to General Fund	0	0.00%	0	0	
0201-59210 - Transfers to General Fund Total	0	0.00%	0	0	
Expense / Expenditure Total	1,231,044	+6.20%	1,159,124	697,531	1,151,957
0201 - Child Support Total	0	+153.14%	0	113,394	0
0202 - Child Support - 5 County					
<u>Revenue / Funding Source</u>					
0202-43568 - State Aid-Child Support 5 County					
43 - Intergovernmental Revenues	190,000	0.00%	190,000	0	190,000



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
43-000 - Intergovernmental Revenues	190,000	0.00%	190,000	0	190,000
0202-43568 - State Aid-Child Support 5 County Total	190,000	0.00%	190,000	0	190,000
Revenue / Funding Source Total	190,000	0.00%	190,000	0	190,000
<u>Expense / Expenditure</u>					
0202-51333 - Child Support - 5 County					
100 - Personnel Services	400	0.00%	400	0	400
130 - Health Insurance	0	0.00%	0	0	0
172 - Training / Conference / CPE	400	0.00%	400	0	400
200 - Contractual Services	181,600	-0.06%	181,700	72,652	181,700
219 - Prof Serv-Other	181,000	-0.07%	181,124	72,313	181,124
221 - Utility Service-Cellphone / Telephone	600	+4.17%	576	339	576
300 - Supplies and Expense	8,000	+1.27%	7,900	0	7,900
311 - Office Supplies	5,000	0.00%	5,000	0	5,000
331 - Mileage	1,900	+5.56%	1,800	0	1,800
332 - Meals	0	0.00%	0	0	0
333 - Lodging / Hotels	1,100	0.00%	1,100	0	1,100
336 - Parking	0	0.00%	0	0	0
0202-51333 - Child Support - 5 County Total	190,000	0.00%	190,000	72,652	190,000
Expense / Expenditure Total	190,000	0.00%	190,000	72,652	190,000
0202 - Child Support - 5 County Total	0	0.00%	0	72,652	0
02 - Child Support Total	0	+153.14%	0	186,047	0



Department Operating Budget Summary

<u>Department: 02 - Child Support</u>	2025 Budget Summary				
	0201 - Child Support	0202 - Child Support - 5 County	2025 Total	Change %	2024 Budget
Revenue / Funding Source					
41 - Taxes	41,319		41,319	-30.00%	59,031
43 - Intergovernmental Revenues	1,176,695	190,000	1,366,695	+7.12%	1,275,833
46 - Public Charges for Services	13,030		13,030	-8.63%	14,260
Total Operating Revenues	1,231,044	190,000	1,421,044	+5.33%	1,349,124
Revenue / Funding Source Total	1,231,044	190,000	1,421,044	+5.33%	1,349,124
Expense / Expenditure					
100 - Personnel Services	1,038,600	400	1,039,000	+5.41%	985,672
200 - Contractual Services	108,484	181,600	290,084	+6.29%	272,924
300 - Supplies and Expense	42,206	8,000	50,206	+2.48%	48,993
500 - Fixed Charges	41,754		41,754	+0.53%	41,535
Total Operating Expenditures	1,231,044	190,000	1,421,044	+5.33%	1,349,124
900 - Other Financing Uses	0		0	0.00%	0
Expense / Expenditure Total	1,231,044	190,000	1,421,044	+5.33%	1,349,124
02 - Child Support Total	0	0	0	+153.14%	(0)

<u>Department: 02 - Child Support</u>	2024 Budget Summary		
	0201 - Child Support	0202 - Child Support - 5 County	2024 Budget
Revenue / Funding Source			
41 - Taxes	59,031		59,031
43 - Intergovernmental Revenues	1,085,833	190,000	1,275,833
46 - Public Charges for Services	14,260		14,260
Total Operating Revenues	1,159,124	190,000	1,349,124
Revenue / Funding Source Total	1,159,124	190,000	1,349,124
Expense / Expenditure			
100 - Personnel Services	985,272	400	985,672
200 - Contractual Services	91,224	181,700	272,924
300 - Supplies and Expense	41,093	7,900	48,993
500 - Fixed Charges	41,535		41,535
Total Operating Expenditures	1,159,124	190,000	1,349,124
900 - Other Financing Uses	0		0
Expense / Expenditure Total	1,159,124	190,000	1,349,124
02 - Child Support Total	(0)	0	(0)



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
02 - Child Support						
0201 - Child Support						
<u>Revenue / Funding Source</u>						
0201-41110 - General Property Taxes -Child						
230-0201-41110-???-000	41-000 - Taxes	41,319	59,031	(17,712)	-30.00%	INCREASE IN FUNDING
0201-43568 - State Aid-Child Support						
230-0201-43568-???-000	43-000 - Intergovernmental Revenues	1,176,695	1,085,833	90,862	+8.37%	
0201-46621 - Child Support Genetic Tests						
230-0201-46621-???-000	46-000 - Public Charges for Services	2,000	2,700	(700)	-25.93%	DECREASE IN REVENUE
0201-46623 - Child Support Filing Fees						
230-0201-46623-???-000	46-000 - Public Charges for Services	30	60	(30)	-50.00%	DECREASE IN REVENUE
0201-46624 - Child Support Service Fees						
230-0201-46624-???-000	46-000 - Public Charges for Services	11,000	11,500	(500)	-4.35%	
0201-46625 - Public Charges-Extradition						
230-0201-46625-???-000	46-000 - Public Charges for Services	0	0	0	0.00%	
<u>Expense / Expenditure</u>						
0201-51330 - Child Support						
230-0201-51330-???-101	101 - Wages-Permanent	600,828	572,119	28,708	+5.02%	
230-0201-51330-???-107	107 - Sick Leave	32,734	31,081	1,653	+5.32%	
230-0201-51330-???-108	108 - Vacation	58,656	54,017	4,639	+8.59%	
230-0201-51330-???-109	109 - Holiday	27,129	25,759	1,370	+5.32%	
230-0201-51330-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
230-0201-51330-???-120	120 - FICA	55,030	52,248	2,782	+5.33%	
230-0201-51330-???-130	130 - Health Insurance	188,190	180,091	8,099	+4.50%	
230-0201-51330-???-132	132 - Post Employment Benefits	12,359	11,716	642	+5.48%	
230-0201-51330-???-133	133 - Vision Insurance	337	286	51	+17.94%	INCREASE IN COSTS
230-0201-51330-???-134	134 - Dental Insurance	2,669	0	2,669	0.00%	
230-0201-51330-???-140	140 - Life Insurance	106	106	0	0.00%	
230-0201-51330-???-151	151 - Retirement	49,995	47,125	2,869	+6.09%	
230-0201-51330-???-160	160 - Worker's Compensation	568	724	(156)	-21.50%	DECREASE IN COSTS
230-0201-51330-???-172	172 - Training / Conference / CPE	10,000	10,000	0	0.00%	
230-0201-51330-???-211	211 - Prof Serv-Legal	35,244	35,244	0	0.00%	
230-0201-51330-???-214	214 - Prof Serv-Printing	2,000	2,000	0	0.00%	
230-0201-51330-???-217	217 - Prof Serv-Medical	7,000	7,500	(500)	-6.67%	
230-0201-51330-???-219	219 - Prof Serv-Other	54,000	36,000	18,000	+50.00%	POTENTIAL CONTRACTED ATTORNEY
230-0201-51330-???-221	221 - Utility Service-Cellphone / Telephone	5,700	5,700	0	0.00%	
230-0201-51330-???-230	230 - R/M Serv-PC Replacement	4,540	4,780	(240)	-5.02%	
230-0201-51330-???-237	237 - R/M Serv-Interdept Softwr Supt	0	0	0	0.00%	
230-0201-51330-???-311	311 - Office Supplies	9,500	9,500	0	0.00%	
230-0201-51330-???-312	312 - Copy Expense	3,000	3,600	(600)	-16.67%	CHANGE IN VENDOR
230-0201-51330-???-313	313 - Postage	14,500	13,000	1,500	+11.54%	INCREASE IN COSTS
230-0201-51330-???-324	324 - Advertising	800	800	0	0.00%	
230-0201-51330-???-325	325 - Dues & Subscriptions	900	800	100	+12.50%	INCREASE IN COSTS
230-0201-51330-???-327	327 - Computer Supplies	2,656	2,543	113	+4.44%	
230-0201-51330-???-331	331 - Mileage	5,500	5,500	0	0.00%	
230-0201-51330-???-332	332 - Meals	1,500	1,500	0	0.00%	
230-0201-51330-???-333	333 - Lodging / Hotels	3,500	3,500	0	0.00%	
230-0201-51330-???-336	336 - Parking	350	350	0	0.00%	
230-0201-51330-???-340	340 - Operating Supplies & Expense	0	0	0	0.00%	
230-0201-51330-???-511	511 - Insurance-Liability	6,006	5,787	220	+3.80%	
230-0201-51330-???-531	531 - Rent-Interdepartment	35,748	35,748	0	0.00%	
0201-59210 - Transfers to General Fund						
230-0201-59210-???-911	911 - Transfer to General Fund	0	0	0	0.00%	
0202 - Child Support - 5 County						
<u>Revenue / Funding Source</u>						
0202-43568 - State Aid-Child Support 5 County						
230-0202-43568-???-000	43-000 - Intergovernmental Revenues	190,000	190,000	0	0.00%	
<u>Expense / Expenditure</u>						
0202-51333 - Child Support - 5 County						
230-0202-51333-???-130	130 - Health Insurance	0	0	0	0.00%	
230-0202-51333-???-172	172 - Training / Conference / CPE	400	400	0	0.00%	
230-0202-51333-???-219	219 - Prof Serv-Other	181,000	181,124	(124)	-0.07%	
230-0202-51333-???-221	221 - Utility Service-Cellphone / Telephone	600	576	24	+4.17%	
230-0202-51333-???-311	311 - Office Supplies	5,000	5,000	0	0.00%	
230-0202-51333-???-331	331 - Mileage	1,900	1,800	100	+5.56%	
230-0202-51333-???-332	332 - Meals	0	0	0	0.00%	
230-0202-51333-???-333	333 - Lodging / Hotels	1,100	1,100	0	0.00%	
230-0202-51333-???-336	336 - Parking	0	0	0	0.00%	
Total 02 - Child Support		0	(0)	1	+153.14%	

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 02 - Child Support

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
02 - Child Support									
0201 - Child Support									
0201-51330 - Child Support									
(Unassigned)									
1501-Child Support Dir	Grade N	100.00	104,728	35,840	-	140,568	2,080	-	1.00
1504-Case Worker	Grade H	100.00	67,392	28,797	-	96,189	2,080	-	1.00
1504-Case Worker	Grade H	96.88	65,286	27,932	-	93,218	2,015	-	0.97
1504-Case Worker	Grade H	96.88	62,143	27,345	-	89,487	2,015	-	0.97
1504-Case Worker	Grade H	96.88	60,631	27,104	-	87,735	2,015	-	0.97
1504-Case Worker	Grade H	96.88	60,631	27,430	-	88,062	2,015	-	0.97
1504-Case Worker	Grade H	96.88	60,631	27,389	-	88,021	2,015	-	0.97
1504-Case Worker	Grade H	96.88	59,160	25,976	-	85,136	2,015	-	0.97
1506-Child Support Intake Worker	Grade E	96.88	42,255	24,128	-	66,382	2,015	-	0.97
Total (Unassigned)			582,858	251,940	-	834,798	18,265	-	8.78
Fiscal									
1509-Deputy Director	Grade J	100.00	81,016	31,018	-	112,034	2,080	-	1.00
1510-Accounting Assistant	Grade F	96.88	55,473	26,295	-	81,768	2,015	-	0.97
Total Fiscal			136,489	57,313	-	193,802	4,095	-	1.97
Total 0201-51330 - Child Support			719,347	309,253	-	1,028,600	22,360	-	10.75
Total 0201 - Child Support			719,347	309,253	-	1,028,600	22,360	-	10.75
Total 02 - Child Support			719,347	309,253	-	1,028,600	22,360	-	10.75
Grand Total			719,347	309,253	-	1,028,600	22,360	-	10.75

CLERK OF CIRCUIT COURT

MISSION STATEMENT

The role of Wisconsin's court system is to protect individuals' rights, privileges and liberties, to maintain the rule of law, and to provide a forum for the resolution of disputes that is fair, accessible, independent, and effective.

The mission of the Wood County Clerk of Circuit Court is to coordinate and manage the business and financial operations of the Wood County Clerk of Circuit Courts Office and to provide courteous, proficient and professional services to all internal and external customers.

The Clerk of Court's Office is the official record keeper for matters brought before the Wood County Circuit Court. The office receives and disburses bail, fines, forfeitures, fees, and restitution as provided for by state statute or upon order of the court and supports and assists other county and state agencies through the coordination of services and the collection and reporting of case related information.

PROGRAMS/SERVICES

The duties of the Clerk of Circuit Court's Office, as prescribed by state statute and established through local procedure, include the following services:

- ▶ Case management and event tracking
- ▶ Juror management
- ▶ Records management
- ▶ Case related financial services
- ▶ Operations and budget planning
- ▶ Calendar Management/Scheduling
- ▶ Facility planning
- ▶ Courtroom operation support



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
07 - Clerk of Courts					
0702 - Clerk Of Courts-Divorce Mediation					
<u>Revenue / Funding Source</u>					
0702-46141 - Public Charges - Family Counseling Filing Fees					
46 - Public Charges for Services	6,000	0.00%	6,000	3,195	5,477
0702-46141 - Public Charges - Family Counseling Filing Fees Total	6,000	0.00%	6,000	3,195	5,477
0702-46143 - Public Charges - Court Ordered Mediation Fee Payments					
46 - Public Charges for Services	4,000	0.00%	4,000	2,390	4,780
0702-46143 - Public Charges - Court Ordered Mediation Fee Payments Total	4,000	0.00%	4,000	2,390	4,780
Revenue / Funding Source Total	10,000	0.00%	10,000	5,585	10,257
<u>Expense / Expenditure</u>					
0702-51217 - Divorce Mediation Expense					
300 - Supplies and Expense	20,000	-20.00%	25,000	8,750	17,500
0702-51217 - Divorce Mediation Expense Total	20,000	-20.00%	25,000	8,750	17,500
Expense / Expenditure Total	20,000	-20.00%	25,000	8,750	17,500
0702 - Clerk Of Courts-Divorce Mediation Total	10,000	-33.33%	15,000	3,165	7,243
0703 - Clerk Of Courts					
<u>Revenue / Funding Source</u>					
0703-43512 - State Grant - Circuit Court Support Payment					
43 - Intergovernmental Revenues	56,718	-3.43%	58,735	56,718	56,718
0703-43512 - State Grant - Circuit Court Support Payment Total	56,718	-3.43%	58,735	56,718	56,718
0703-43513 - State IV-E Reimbursement Grant					
43 - Intergovernmental Revenues	17,000	+6.25%	16,000	12,385	18,578
0703-43513 - State IV-E Reimbursement Grant Total	17,000	+6.25%	16,000	12,385	18,578
0703-43514 - State Aid - for Guardian Ad Litem					
43 - Intergovernmental Revenues	94,000	0.00%	94,000	91,677	91,677
0703-43514 - State Aid - for Guardian Ad Litem Total	94,000	0.00%	94,000	91,677	91,677
0703-45115 - County Share of Occup Driver					
45 - Fines, Forfeits and Penalties	200	0.00%	200	200	200
0703-45115 - County Share of Occup Driver Total	200	0.00%	200	200	200
0703-45120 - Co Share of St Fines & Forfeit					
45 - Fines, Forfeits and Penalties	130,000	0.00%	130,000	62,040	106,354
0703-45120 - Co Share of St Fines & Forfeit Total	130,000	0.00%	130,000	62,040	106,354
0703-45130 - County Fines & Forfeit					
45 - Fines, Forfeits and Penalties	98,000	0.00%	98,000	48,153	82,549
0703-45130 - County Fines & Forfeit Total	98,000	0.00%	98,000	48,153	82,549
0703-46140 - Bond Forfeiture Revenue					



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
46 - Public Charges for Services	150,000	0.00%	150,000	75,746	129,851
0703-46140 - Bond Forfeiture Revenue Total	150,000	0.00%	150,000	75,746	129,851
0703-46142 - Attorney and GAL Reimbursements					
46 - Public Charges for Services	100,000	+5.26%	95,000	67,965	116,511
0703-46142 - Attorney and GAL Reimbursements Total	100,000	+5.26%	95,000	67,965	116,511
0703-46143 - State Aid - for Interpreters					
46 - Public Charges for Services	800	0.00%	800	1,393	1,393
0703-46143 - State Aid - for Interpreters Total	800	0.00%	800	1,393	1,393
0703-47411 - Child Support Reimbursement					
47 - Intergov. Charges for Services	9,000	0.00%	9,000	2,212	5,310
0703-47411 - Child Support Reimbursement Total	9,000	0.00%	9,000	2,212	5,310
0703-48117 - Interest-Clerk of Courts					
48 - Miscellaneous Revenues	600	+50.00%	400	780	1,559
0703-48117 - Interest-Clerk of Courts Total	600	+50.00%	400	780	1,559
Revenue / Funding Source Total	656,318	+0.64%	652,135	419,269	610,698
<u>Expense / Expenditure</u>					
0703-51221 - Clerk of Courts					
100 - Personnel Services	947,893	+4.94%	903,311	515,849	832,281
200 - Contractual Services	582,100	-0.11%	582,750	351,917	572,654
300 - Supplies and Expense	30,024	-1.29%	30,415	15,845	26,885
500 - Fixed Charges	77,203	+13.15%	68,231	45,487	68,503
0703-51221 - Clerk of Courts Total	1,637,221	+3.31%	1,584,707	929,098	1,500,323
Expense / Expenditure Total	1,637,221	+3.31%	1,584,707	929,098	1,500,323
0703 - Clerk Of Courts Total	980,903	+5.18%	932,572	509,830	889,624
0704 - Clerk Of Courts-Family Court					
<u>Revenue / Funding Source</u>					
0704-47410 - Child Support Reimbursement for FCC					
47 - Intergov. Charges for Services	3,750	+150.00%	1,500	2,033	4,067
0704-47410 - Child Support Reimbursement for FCC Total	3,750	+150.00%	1,500	2,033	4,067
Revenue / Funding Source Total	3,750	+150.00%	1,500	2,033	4,067
<u>Expense / Expenditure</u>					
0704-51220 - Family Court Commissioner					
200 - Contractual Services	70,456	+7.21%	65,720	41,154	70,511
0704-51220 - Family Court Commissioner Total	70,456	+7.21%	65,720	41,154	70,511
Expense / Expenditure Total	70,456	+7.21%	65,720	41,154	70,511
0704 - Clerk Of Courts-Family Court Total	66,706	+3.87%	64,220	39,121	66,444



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
07 - Clerk of Courts Total	1,057,609	+4.53%	1,011,792	552,115	963,311



Department Operating Budget Summary

2025 Budget Summary						
Department: 07 - Clerk of Courts	0702 - Clerk Of Courts-Divorce Mediation	0703 - Clerk Of Courts	0704 - Clerk Of Courts-Family Court	2025 Total	Change %	2024 Budget
Revenue / Funding Source						
43 - Intergovernmental Revenues		167,718		167,718	-0.60%	168,735
45 - Fines, Forfeits and Penalties		228,200		228,200	0.00%	228,200
46 - Public Charges for Services	10,000	250,800		260,800	+1.95%	255,800
47 - Intergov. Charges for Services		9,000	3,750	12,750	+21.43%	10,500
48 - Miscellaneous Revenues		600		600	+50.00%	400
Total Operating Revenues	10,000	656,318	3,750	670,068	+0.97%	663,635
Revenue / Funding Source Total	10,000	656,318	3,750	670,068	+0.97%	663,635
Expense / Expenditure						
100 - Personnel Services		947,893		947,893	+4.94%	903,311
200 - Contractual Services		582,100	70,456	652,556	+0.63%	648,470
300 - Supplies and Expense	20,000	30,024		50,024	-9.73%	55,415
500 - Fixed Charges		77,203		77,203	+13.15%	68,231
Total Operating Expenditures	20,000	1,637,221	70,456	1,727,677	+3.12%	1,675,427
Expense / Expenditure Total	20,000	1,637,221	70,456	1,727,677	+3.12%	1,675,427
07 - Clerk of Courts Total	10,000	980,903	66,706	1,057,609	+4.53%	1,011,792



Department Operating Budget Summary

2024 Budget Summary				
Department: 07 - Clerk of Courts	0702 - Clerk Of Courts-Divorce Mediation	0703 - Clerk Of Courts	0704 - Clerk Of Courts-Family Court	2024 Budget
Revenue / Funding Source				
43 - Intergovernmental Revenues		168,735		168,735
45 - Fines, Forfeits and Penalties		228,200		228,200
46 - Public Charges for Services	10,000	245,800		255,800
47 - Intergov. Charges for Services		9,000	1,500	10,500
48 - Miscellaneous Revenues		400		400
Total Operating Revenues	10,000	652,135	1,500	663,635
Revenue / Funding Source Total	10,000	652,135	1,500	663,635
Expense / Expenditure				
100 - Personnel Services		903,311		903,311
200 - Contractual Services		582,750	65,720	648,470
300 - Supplies and Expense	25,000	30,415		55,415
500 - Fixed Charges		68,231		68,231
Total Operating Expenditures	25,000	1,584,707	65,720	1,675,427
Expense / Expenditure Total	25,000	1,584,707	65,720	1,675,427
07 - Clerk of Courts Total	15,000	932,572	64,220	1,011,792



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
07 - Clerk of Courts						
0702 - Clerk Of Courts-Divorce Mediation						
<u>Revenue / Funding Source</u>						
0702-46141 - Public Charges - Family Counseling Filing Fees						
101-0702-46141-???-000	46-000 - Public Charges for Services	6,000	6,000	0	0.00%	
0702-46143 - Public Charges - Court Ordered Mediation Fee Payments						
101-0702-46143-???-000	46-000 - Public Charges for Services	4,000	4,000	0	0.00%	
<u>Expense / Expenditure</u>						
0702-51217 - Divorce Mediation Expense						
101-0702-51217-???-341	341 - Operating Supplies & Expense	20,000	25,000	(5,000)	-20.00%	Lowered to help offset the overall increase to the budget. I reviewed the past 7 years and with the exception of 2020 & 2021, the total expenses each year had not reached over \$20,000.
0703 - Clerk Of Courts						
<u>Revenue / Funding Source</u>						
0703-43512 - State Grant - Circuit Court Support Payment						
101-0703-43512-???-000	43-000 - Intergovernmental Revenues	56,718	58,735	(2,017)	-3.43%	
0703-43513 - State IV-E Reimbursement Grant						
101-0703-43513-???-000	43-000 - Intergovernmental Revenues	17,000	16,000	1,000	+6.25%	
0703-43514 - State Aid - for Guardian Ad Litem						
101-0703-43514-???-000	43-000 - Intergovernmental Revenues	94,000	94,000	0	0.00%	



Department Operating Budget Narrative

0703-45115 - County Share of Occup Driver

101-0703-45115-???-000	45-000 - Fines, Forfeits and Penalties	200	200	0	0.00%
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0703-45120 - Co Share of St Fines & Forfeit

101-0703-45120-???-000	45-000 - Fines, Forfeits and Penalties	130,000	130,000	0	0.00%
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0703-45130 - County Fines & Forfeit

101-0703-45130-???-000	45-000 - Fines, Forfeits and Penalties	98,000	98,000	0	0.00%
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0703-46140 - Bond Forfeiture Revenue

101-0703-46140-???-000	46-000 - Public Charges for Services	150,000	150,000	0	0.00%
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0703-46142 - Attorney and GAL Reimbursements

101-0703-46142-???-000	46-000 - Public Charges for Services	100,000	95,000	5,000	+5.26%
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0703-46143 - State Aid - for Interpreters

101-0703-46143-???-000	46-000 - Public Charges for Services	800	800	0	0.00%
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0703-47411 - Child Support Reimbursement

101-0703-47411-???-000	47-000 - Intergovernmental Charges for Services	9,000	9,000	0	0.00%
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0703-48117 - Interest-Clerk of Courts

101-0703-48117-???-000	48-000 - Miscellaneous Revenues	600	400	200	+50.00%	Increased as we have been over \$400 for the past 3 years.
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Expense / Expenditure

0703-51221 - Clerk of Courts

101-0703-51221-???-101	101 - Wages-Permanent	564,153	543,175	20,978	+3.86%
101-0703-51221-???-107	107 - Sick Leave	27,747	22,464	5,283	+23.52%
101-0703-51221-???-108	108 - Vacation	29,724	31,456	(1,733)	-5.51%
101-0703-51221-???-109	109 - Holiday	22,996	18,641	4,355	+23.37%
101-0703-51221-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%
101-0703-51221-???-115	115 - Overtime	1,500	1,500	0	0.00%



Department Operating Budget Narrative

101-0703-51221-???-120	120 - FICA	49,317	47,107	2,210	+4.69%	
101-0703-51221-???-130	130 - Health Insurance	200,607	191,975	8,632	+4.50%	
101-0703-51221-???-132	132 - Post Employment Benefits	2,315	4,171	(1,856)	-44.50%	
101-0703-51221-???-133	133 - Vision Insurance	443	521	(79)	-15.12%	
101-0703-51221-???-134	134 - Dental Insurance	4,715	0	4,715	0.00%	
101-0703-51221-???-140	140 - Life Insurance	151	151	0	0.00%	
101-0703-51221-???-151	151 - Retirement	43,226	40,922	2,304	+5.63%	
101-0703-51221-???-156	156 - Unemployment Compensation	0	1	(1)	-100.00%	
101-0703-51221-???-160	160 - Worker's Compensation	751	977	(226)	-23.10%	
101-0703-51221-???-172	172 - Training / Conference / CPE	250	250	0	0.00%	
101-0703-51221-???-211	211 - Prof Serv-Legal	321,000	321,000	0	0.00%	
101-0703-51221-???-212	212 - Prof Serv-Accounting	0	0	0	0.00%	
101-0703-51221-???-214	214 - Prof Serv-Printing	3,500	4,500	(1,000)	-22.22%	Procedures have been modified that no longer require the forms previously ordered.
101-0703-51221-???-217	217 - Prof Serv-Medical	180,000	180,000	0	0.00%	
101-0703-51221-???-218	218 - Prof Serv-Witness Fees	4,000	4,000	0	0.00%	
101-0703-51221-???-219	219 - Prof Serv-Other	67,000	66,300	700	+1.06%	
101-0703-51221-???-221	221 - Utility Service-Cellphone / Telephone	5,750	5,750	0	0.00%	
101-0703-51221-???-230	230 - R/M Serv-PC Replacement	700	1,050	(350)	-33.33%	
101-0703-51221-???-233	233 - R/M Serv-Equipment	150	150	0	0.00%	
101-0703-51221-???-291	291 - Contractual Services-Other	0	0	0	0.00%	
101-0703-51221-???-311	311 - Office Supplies	6,000	7,000	(1,000)	-14.29%	Lowered to help offset the overall increase to the budget. After reviewing the last 4 years, expenses have not exceeded this amount. I did not include 2020 expenses due to COVID.
101-0703-51221-???-312	312 - Copy Expense	1,700	1,700	0	0.00%	
101-0703-51221-???-313	313 - Postage	12,500	12,000	500	+4.17%	
101-0703-51221-???-321	321 - Publications	8,009	7,500	509	+6.79%	
101-0703-51221-???-325	325 - Dues & Subscriptions	125	125	0	0.00%	



Department Operating Budget Narrative

101-0703-51221-???-331	331 - Mileage	800	1,200	(400)	-33.33%	Lowered to help offset the overall increase to the budget. After reviewing the last 4 years, expenses have not exceeded this amount. I did not include 2020 expenses due to COVID.
101-0703-51221-???-332	332 - Meals	170	170	0	0.00%	
101-0703-51221-???-333	333 - Lodging / Hotels	720	720	0	0.00%	
101-0703-51221-???-336	336 - Parking	0	0	0	0.00%	
101-0703-51221-???-511	511 - Insurance-Liability	7,171	6,899	273	+3.95%	
101-0703-51221-???-531	531 - Rent-Interdepartment	70,032	61,332	8,700	+14.19%	
101-0703-51221-???-535	535 - Leases-Equipment	0	0	0	0.00%	

0704 - Clerk Of Courts-Family Court

Revenue / Funding Source

0704-47410 - Child Support Reimbursement for FCC

101-0704-47410-???-000	47-000 - Intergovernmental Charges for Services	3,750	1,500	2,250	+150.00%	Reimbursement amounts totaled more than \$3,000 in 2022 and 2023. In December 2023, Judge's increased the Family Court Commissioner's salary for 2024 by \$5,000 which in turn increased the hourly rate.
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Expense / Expenditure

0704-51220 - Family Court Commissioner

101-0704-51220-???-211	211 - Prof Serv-Legal	55,000	50,000	5,000	+10.00%	In Dec 2023, Judge's increased the FCC salary by \$5,000.
101-0704-51220-???-216	216 - Prof Serv-Intern & Temp Employ	15,000	15,000	0	0.00%	
101-0704-51220-???-221	221 - Utility Service-Cellphone / Telephone	456	720	(264)	-36.66%	New cell phone was needed and a new plan established at a lower monthly rate.

Total 07 - Clerk of Courts		1,057,609	1,011,792	45,817	+4.53%	
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department All

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
07 - Clerk of Courts									
0703 - Clerk Of Courts									
0703-51221 - Clerk of Courts									
(Unassigned)									
1202-Chief Deputy COC	Grade I	96.88	65,488	28,848	-	94,335	2,015	-	0.97
1203A-Court Clerk	Grade F	96.88	47,836	24,366	-	72,202	2,015	-	0.97
1203A-Court Clerk	Grade F	96.88	47,836	24,002	-	71,838	2,015	-	0.97
1203A-Court Clerk	Grade F	96.88	47,836	23,987	-	71,823	2,015	-	0.97
1203A-Court Clerk	Grade F	96.88	47,836	24,921	-	72,757	2,015	-	0.97
1207-Information Clerk	Grade D	80.00	31,699	18,660	-	50,359	1,664	-	0.80
1208-Court Clerk-Family/Paternity	Grade F	96.88	47,836	24,921	-	72,757	2,015	-	0.97
1210A-Court Clerk-Small Claims/Civil	Grade F	96.88	47,836	24,299	-	72,135	2,015	-	0.97
1214-Traffic Clerk	Grade F	96.88	47,836	24,340	-	72,176	2,015	-	0.97
1218-Collections Deputy	Grade F	96.88	50,254	25,700	-	75,954	2,015	-	0.97
1219A-Bookkeeper	Grade F	96.88	51,503	24,618	-	76,122	2,015	-	0.97
Total (Unassigned)			533,797	268,661	-	802,458	21,814	-	10.49
Administrative Services									
1201-Clerk of Courts		96.88	88,156	30,865	-	119,022	2,015	-	0.97
Total Administrative Services			88,156	30,865	-	119,022	2,015	-	0.97
Non FTE Count									
1215-Bailiff		25.00	2,833	249	-	3,082	520	-	0.25
1215-Bailiff		25.00	2,833	249	11	3,094	520	-	0.25
1215-Bailiff		25.00	2,833	249	11	3,094	520	-	0.25
1215-Bailiff		25.00	2,833	249	11	3,094	520	-	0.25
1215-Bailiff		25.00	2,833	249	-	3,082	520	-	0.25
1215-Bailiff		25.00	2,833	249	11	3,094	520	-	0.25
1215-Bailiff		25.00	2,833	249	-	3,082	520	-	0.25
1215-Bailiff		25.00	2,833	249	-	3,082	520	-	0.25
Total Non FTE Count			22,667	1,993	44	24,704	4,160	-	2.00

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department All

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
Total 0703-51221 - Clerk of Courts			644,620	301,520	44	946,184	27,989	-	13.46
Total 0703 - Clerk Of Courts			644,620	301,520	44	946,184	27,989	-	13.46
Total 07 - Clerk of Courts			644,620	301,520	44	946,184	27,989	-	13.46
Grand Total			644,620	301,520	44	946,184	27,989	-	13.46

CORPORATION COUNSEL

MISSION

Providing civil legal services to Wood County.

GOAL 1: Provide general legal services to departments, committees, and the county board.

Activities

- Draft and review contracts, leases, ordinances & resolutions.
- Draft and review case pleadings and communications.
- Develop and disseminate legal opinions.

GOAL 2: Prosecute ordinance violations.

Activities

- Assist departments in pre-litigation negotiations.
- Prosecute ordinance violations referred by departments.
- Pursue compliance of court orders (collection of forfeitures).

GOAL 3: Represent the county in commitment proceedings.

Activities

- Prosecute mental and alcohol commitments.
- Pursue guardianships and protective placements.

GOAL 4: Represent the Child Support Agency.

Activities

- Assist in developing and maintaining litigation related policies.
- Draft, review, and revise legal pleadings.
- Represent the Child Support agency in court.

GOAL 5: Provide in-house counsel services.

Activities

- Update departments on changes in the laws and their impacts.
- Advise and represent departments in administrative proceedings.
- Respond to department/staff inquiries on the application of the laws.
- Oversee compliance with the ADA, open meetings law, public records law, HIPAA, etc.
- Serve as parliamentarian.

PROGRAMS & SERVICES

The Corporation Counsel's office is an internal servicing department that addresses the civil legal needs of the County Board, County committees, and departments; it does not directly serve the public. The office is responsible for representing the County in all civil legal proceedings, in actions both by and against the County. It assists in the preparation and review of contracts, leases, and other types of legal agreements. Additionally, the office handles mental and alcohol commitments, guardianships and protective placements for the indigent, and civil child support proceedings.

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 09 - Corporation Counsel

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
09 - Corporation Counsel									
0901 - Corporation Counsel									
0901-51320 - Corporation Counsel									
(Unassigned)									
1401-Corporation Counsel	Grade S	100.00	145,184	41,705	-	186,889	2,080	-	1.00
1403A-Lead Legal Admin Ass	Grade G	96.88	56,138	26,681	-	82,819	2,015	-	0.97
1403A-Lead Legal Admin Asst	Grade G	70.00	40,564	19,009	-	59,573	1,456	-	0.70
Total (Unassigned)			241,886	87,395	-	329,281	5,551	-	2.67
Total 0901-51320 - Corporation Counsel			241,886	87,395	-	329,281	5,551	-	2.67
Total 0901 - Corporation Counsel			241,886	87,395	-	329,281	5,551	-	2.67
Total 09 - Corporation Counsel			241,886	87,395	-	329,281	5,551	-	2.67
Grand Total			241,886	87,395	-	329,281	5,551	-	2.67



Department Operating Budget Summary

Department: 09 - Corporation Counsel	2025 Budget Summary			
	0901 - Corporation Counsel	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
46 - Public Charges for Services	6,500	6,500	0.00%	6,500
47 - Intergov. Charges for Services	2,700	2,700	-73.00%	10,000
Total Operating Revenues	9,200	9,200	-44.24%	16,500
Revenue / Funding Source Total				
	9,200	9,200	-44.24%	16,500
Expense / Expenditure				
100 - Personnel Services	330,281	330,281	+4.74%	315,340
200 - Contractual Services	32,460	32,460	+346.49%	7,270
300 - Supplies and Expense	12,650	12,650	+38.63%	9,125
500 - Fixed Charges	12,987	12,987	+0.39%	12,937
Total Operating Expenditures	388,378	388,378	+12.68%	344,672
800 - Capital Outlay	10,000	10,000	0.00%	0
Expense / Expenditure Total				
	398,378	398,378	+15.58%	344,672
09 - Corporation Counsel Total				
	389,178	389,178	+18.59%	328,172

Department: 09 - Corporation Counsel	2024 Budget Summary	
	0901 - Corporation Counsel	2024 Budget
Revenue / Funding Source		
46 - Public Charges for Services	6,500	6,500
47 - Intergov. Charges for Services	10,000	10,000
Total Operating Revenues	16,500	16,500
Revenue / Funding Source Total		
	16,500	16,500
Expense / Expenditure		
100 - Personnel Services	315,340	315,340
200 - Contractual Services	7,270	7,270
300 - Supplies and Expense	9,125	9,125
500 - Fixed Charges	12,937	12,937
Total Operating Expenditures	344,672	344,672
800 - Capital Outlay	0	0
Expense / Expenditure Total		
	344,672	344,672
09 - Corporation Counsel Total		
	328,172	328,172



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
09 - Corporation Counsel					
0901 - Corporation Counsel					
<u>Revenue / Funding Source</u>					
0901-46140 - Public Charges-Court Fees					
46 - Public Charges for Services	6,500	0.00%	6,500	7,350	6,600
46-000 - Public Charges for Services	6,500	0.00%	6,500	7,350	6,600
0901-46140 - Public Charges-Court Fees Total	6,500	0.00%	6,500	7,350	6,600
0901-47413 - Local Dept Charges-Gen Govt					
47 - Intergov. Charges for Services	2,700	-73.00%	10,000	5,867	10,500
47-000 - Intergovernmental Charges for Services	2,700	-73.00%	10,000	5,867	10,500
0901-47413 - Local Dept Charges-Gen Govt Total	2,700	-73.00%	10,000	5,867	10,500
Revenue / Funding Source Total	9,200	-44.24%	16,500	13,217	17,100
<u>Expense / Expenditure</u>					
0901-51320 - Corporation Counsel					
100 - Personnel Services	330,281	+4.74%	315,340	189,137	308,769
101 - Wages-Permanent	201,004	+2.26%	196,563	116,351	187,845
107 - Sick Leave	10,583	+8.62%	9,743	2,542	10,431
108 - Vacation	21,529	-8.31%	23,480	17,975	22,221
109 - Holiday	8,770	+8.62%	8,075	3,882	8,809
110 - Funeral/Jury/Other	0	0.00%	0	0	0
120 - FICA	18,504	+7.76%	17,172	10,557	17,362
130 - Health Insurance	46,698	+12.96%	41,340	25,440	41,340
132 - Post Employment Benefits	4,838	+7.76%	4,489	2,827	4,670
133 - Vision Insurance	26	-49.65%	51	12	21
134 - Dental Insurance	312	+100.00%	0	0	0
140 - Life Insurance	15	0.00%	15	11	17
151 - Retirement	16,811	+22.50%	13,723	9,041	15,445
160 - Worker's Compensation	191	-19.69%	238	150	248
172 - Training / Conference / CPE	1,000	+122.22%	450	350	360
200 - Contractual Services	32,460	+346.49%	7,270	2,552	5,430
211 - Prof Serv-Legal	30,000	+500.00%	5,000	1,233	3,200
214 - Prof Serv-Printing	250	+25.00%	200	146	150
221 - Utility Service-Cellphone / Telephone	1,050	0.00%	1,050	493	920
230 - R/M Serv-PC Replacement	1,160	+13.73%	1,020	680	1,160
300 - Supplies and Expense	12,650	+38.63%	9,125	5,249	8,604
311 - Office Supplies	3,500	+250.00%	1,000	563	920
312 - Copy Expense	450	+5.88%	425	189	380
313 - Postage	1,050	0.00%	1,050	455	900
321 - Publications	200	0.00%	200	24	150
322 - Educational Materials	5,200	+4.00%	5,000	2,990	5,000
328 - Dues	650	0.00%	650	561	581
331 - Mileage	500	+66.67%	300	130	320



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
332 - Meals	100	+100.00%	50	30	45
333 - Lodging / Hotels	1,000	+122.22%	450	308	308
336 - Parking	0	0.00%	0	0	
500 - Fixed Charges	12,987	+0.39%	12,937	8,625	12,937
511 - Insurance-Liability	2,307	+2.24%	2,257	1,505	2,257
531 - Rent-Interdepartment	10,680	0.00%	10,680	7,120	10,680
800 - Capital Outlay	10,000	+100.00%	0	0	0
811 - Furniture	10,000	+100.00%	0	0	0
0901-51320 - Corporation Counsel Total	398,378	+15.58%	344,672	205,562	335,740
Expense / Expenditure Total	398,378	+15.58%	344,672	205,562	335,740
0901 - Corporation Counsel Total	389,178	+18.59%	328,172	192,345	318,640
09 - Corporation Counsel Total	389,178	+18.59%	328,172	192,345	318,640



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
09 - Corporation Counsel						
0901 - Corporation Counsel						
<u>Revenue / Funding Source</u>						
0901-46140 - Public Charges-Court Fees						
101-0901-46140-???-000	46-000 - Public Charges for Services	6,500	6,500	0	0.00%	
0901-47413 - Local Dept Charges-Gen Govt						
101-0901-47413-???-000	47-000 - Intergovernmental Charges for Services	2,700	10,000	(7,300)	-73.00%	Child Support Outsourcing Legal Counsel after 1st Quarter of 2025
<u>Expense / Expenditure</u>						
0901-51320 - Corporation Counsel						
101-0901-51320-???-101	101 - Wages-Permanent	201,004	196,563	4,441	+2.26%	
101-0901-51320-???-107	107 - Sick Leave	10,583	9,743	840	+8.62%	
101-0901-51320-???-108	108 - Vacation	21,529	23,480	(1,951)	-8.31%	
101-0901-51320-???-109	109 - Holiday	8,770	8,075	696	+8.62%	
101-0901-51320-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-0901-51320-???-120	120 - FICA	18,504	17,172	1,333	+7.76%	
101-0901-51320-???-130	130 - Health Insurance	46,698	41,340	5,358	+12.96%	HR Managed
101-0901-51320-???-132	132 - Post Employment Benefits	4,838	4,489	348	+7.76%	
101-0901-51320-???-133	133 - Vision Insurance	26	51	(25)	-49.65%	HR Managed
101-0901-51320-???-134	134 - Dental Insurance	312	0	312	0.00%	
101-0901-51320-???-140	140 - Life Insurance	15	15	0	0.00%	
101-0901-51320-???-151	151 - Retirement	16,811	13,723	3,088	+22.50%	HR Managed
101-0901-51320-???-160	160 - Worker's Compensation	191	238	(47)	-19.69%	HR Managed
101-0901-51320-???-172	172 - Training / Conference / CPE	1,000	450	550	+122.22%	Increase for Successor
101-0901-51320-???-211	211 - Prof Serv-Legal	30,000	5,000	25,000	+500.00%	Increase for Successor



Department Operating Budget Narrative

101-0901-51320-???-214	214 - Prof Serv-Printing	250	200	50	+25.00%	Increase for Successor
101-0901-51320-???-221	221 - Utility Service-Cellphone / Telephone	1,050	1,050	0	0.00%	
101-0901-51320-???-230	230 - R/M Serv-PC Replacement	1,160	1,020	140	+13.73%	Switch to Laptop from Desktop for Successor
101-0901-51320-???-311	311 - Office Supplies	3,500	1,000	2,500	+250.00%	Increase for Successor
101-0901-51320-???-312	312 - Copy Expense	450	425	25	+5.88%	
101-0901-51320-???-313	313 - Postage	1,050	1,050	0	0.00%	
101-0901-51320-???-321	321 - Publications	200	200	0	0.00%	
101-0901-51320-???-322	322 - Educational Materials	5,200	5,000	200	+4.00%	
101-0901-51320-???-328	328 - Dues	650	650	0	0.00%	
101-0901-51320-???-331	331 - Mileage	500	300	200	+66.67%	Increase for Successor
101-0901-51320-???-332	332 - Meals	100	50	50	+100.00%	Increase for Successor
101-0901-51320-???-333	333 - Lodging / Hotels	1,000	450	550	+122.22%	Increase for Successor
101-0901-51320-???-336	336 - Parking	0	0	0	0.00%	
101-0901-51320-???-511	511 - Insurance-Liability	2,307	2,257	51	+2.24%	
101-0901-51320-???-531	531 - Rent-Interdepartment	10,680	10,680	0	0.00%	
101-0901-51320-???-811	811 - Furniture	10,000	0	10,000	0.00%	Furniture Order for Successor

Total 09 - Corporation Counsel

389,178

328,172

61,007

+18.59%



Wood County WISCONSIN

CRIMINAL JUSTICE DEPARTMENT

MISSION STATEMENT & STATEMENT OF PROGRAMS AND SERVICES

I. Wood County Adult Treatment Court

A. Mission Statement

Wood County Adult Drug Treatment Court is a cost-effective and efficient non-traditional judicial model, which is designed to assist drug addicted criminal offenders in breaking the cycle of drug use, through routine judicial appearances, intensive supervision, and team decision making, relying on evidence based principles in an effort to promote community safety.

B. Programs and Services

Wood County Adult Drug Court was established in 2004 as part of a collaborative effort by stakeholders across intersecting systems in an effort to make a positive impact on the criminal justice system in Wood County. In 2007 Wood County was awarded dollars through the Wisconsin Treatment Alternatives and Diversion (TAD) grant. Wood County has since work collaboratively to sustain and enhance the services offered through this program. This program represents the efforts and teamwork of key stakeholders to break the cycle of substance use and reduce crime, making Wood County a healthier place to live.

Drug Court provides individuals the opportunity to change their life circumstances and become alcohol and drug free. This is accomplished by comprehensive assessment and treatment for substance use and mental health diagnosis, intensive supervision, random drug and alcohol testing, regular court appearances and immediate sanctions and incentives in response to behavior. Honesty and individual accountability are at the foundation of the drug court program. Wood County Adult Drug Court utilizes evidence-based practices in its delivery of services and works in collaboration with community providers for chemical health and ancillary services. Cognitive behavioral programming and enhanced mental health services are inherent pieces of the program.

By providing coordinated substance use interventions with judicial oversight, the likelihood of re-arrest for any offense decreases, resulting in safer communities and reduction in crime. Nationally, meta-analysis studies have shown that “75% of drug court graduates remain arrest free at least two years after leaving programming.” These studies have also shown that “drug courts significantly reduce crime as much as 45% more than other sentencing options.” www.nadcp.org

II. Wood County Jail Medication Assisted Recovery Program (MARP)

A. Mission Statement

The mission of the Wood County Jail Medication Assisted Recovery Program is to provide services in the Wood County Jail to individuals with substance use disorders with recovery supported services while they are incarcerated and through the re-entry process.

B. Programs and Services

The MARP program provides case management services, addiction medicine treatment, AODA treatment, peer recovery coaching, group treatment, and drug testing for up to 3 months prior to release and 3 months post-release from jail.



Department Operating Budget Summary

2025 Budget Summary					
Department: 35 - Justice Coordinator	3501 - Justice Coordinator - Administration	3502 - Justice Coordinator - Drug Court	2025 Total	Change %	2024 Budget
Revenue / Funding Source					
43 - Intergovernmental Revenues	185,500	170,664	356,164	-9.98%	395,664
46 - Public Charges for Services		8,000	8,000	-33.33%	12,000
47 - Intergov. Charges for Services		0	0	0.00%	0
Total Operating Revenues	185,500	178,664	364,164	-10.67%	407,664
Revenue / Funding Source Total	185,500	178,664	364,164	-10.67%	407,664
Expense / Expenditure					
100 - Personnel Services	155,387	139,820	295,207	+2.26%	288,690
200 - Contractual Services	126,930	94,704	221,634	-10.79%	248,442
300 - Supplies and Expense	2,725	11,800	14,525	-62.05%	38,275
500 - Fixed Charges	4,860	7,394	12,254	+30.73%	9,374
Total Operating Expenditures	289,902	253,718	543,621	-7.04%	584,780
Expense / Expenditure Total	289,902	253,718	543,621	-7.04%	584,780
35 - Justice Coordinator Total	104,402	75,054	179,457	+1.32%	177,116



Department Operating Budget Summary

Department: 35 - Justice Coordinator	2024 Budget Summary		
	3501 - Justice Coordinator - Administration	3502 - Justice Coordinator - Drug Court	2024 Budget
Revenue / Funding Source			
43 - Intergovernmental Revenues	225,000	170,664	395,664
46 - Public Charges for Services		12,000	12,000
47 - Intergov. Charges for Services		0	0
Total Operating Revenues	225,000	182,664	407,664
Revenue / Funding Source Total	225,000	182,664	407,664
Expense / Expenditure			
100 - Personnel Services	182,096	106,594	288,690
200 - Contractual Services	152,762	95,680	248,442
300 - Supplies and Expense	1,825	36,450	38,275
500 - Fixed Charges	2,220	7,154	9,374
Total Operating Expenditures	338,903	245,877	584,780
Expense / Expenditure Total	338,903	245,877	584,780
35 - Justice Coordinator Total	113,903	63,213	177,116



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
35 - Justice Coordinator					
3501 - Justice Coordinator - Administration					
<u>Revenue / Funding Source</u>					
3501-43515 - Justice Coordinator State Aid					
43 - Intergovernmental Revenues	185,500	-17.56%	225,000	45,174	0
3501-43515 - Justice Coordinator State Aid Total	185,500	-17.56%	225,000	45,174	0
Revenue / Funding Source Total	185,500	-17.56%	225,000	45,174	0
<u>Expense / Expenditure</u>					
3501-51240 - Justice Coordinator					
100 - Personnel Services	155,387	-14.67%	182,096	106,733	182,095
200 - Contractual Services	126,930	-16.91%	152,762	36,582	76,930
300 - Supplies and Expense	2,725	+49.32%	1,825	1,653	1,738
500 - Fixed Charges	4,860	+118.92%	2,220	3,240	3,240
3501-51240 - Justice Coordinator Total	289,902	-14.46%	338,903	148,207	264,003
Expense / Expenditure Total	289,902	-14.46%	338,903	148,207	264,003
3501 - Justice Coordinator - Administration Total	104,402	-8.34%	113,903	103,033	264,003
3502 - Justice Coordinator - Drug Court					
<u>Revenue / Funding Source</u>					
3502-43512 - State Grants-Courts					
43 - Intergovernmental Revenues	170,664	0.00%	170,664	34,007	
3502-43512 - State Grants-Courts Total	170,664	0.00%	170,664	34,007	
3502-46146 - Court Fees & Costs-Drug Court					
46 - Public Charges for Services	8,000	-33.33%	12,000	4,700	0
3502-46146 - Court Fees & Costs-Drug Court Total	8,000	-33.33%	12,000	4,700	0
3502-47310 - Intergov Charges Drug Court					
47 - Intergov. Charges for Services	0	0.00%	0	0	
3502-47310 - Intergov Charges Drug Court Total	0	0.00%	0	0	
Revenue / Funding Source Total	178,664	-2.19%	182,664	38,707	0
<u>Expense / Expenditure</u>					
3502-51242 - Drug Court-Justice Coordinator					
100 - Personnel Services	139,820	+31.17%	106,594	63,266	98,788
200 - Contractual Services	94,704	-1.02%	95,680	40,134	73,205
300 - Supplies and Expense	11,800	-67.63%	36,450	19,529	33,801
500 - Fixed Charges	7,394	+3.36%	7,154	4,889	7,154
3502-51242 - Drug Court-Justice Coordinator Total	253,718	+3.19%	245,877	127,818	212,948
Expense / Expenditure Total	253,718	+3.19%	245,877	127,818	212,948
3502 - Justice Coordinator - Drug Court Total	75,054	+18.73%	63,213	89,111	212,948



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
35 - Justice Coordinator Total	179,457	+1.32%	177,116	192,145	476,951



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
35 - Justice Coordinator						
3501 - Justice Coordinator - Administration						
<u>Revenue / Funding Source</u>						
3501-43515 - Justice Coordinator State Aid						
101-3501-43515-???-000	43-000 - Intergovernmental Revenues	185,500	225,000	(39,500)	-17.56%	Grant type/award changed for 2025
<u>Expense / Expenditure</u>						
3501-51240 - Justice Coordinator						
101-3501-51240-???-101	101 - Wages-Permanent	97,889	112,742	(14,853)	-13.17%	
101-3501-51240-???-107	107 - Sick Leave	4,867	5,873	(1,006)	-17.13%	
101-3501-51240-???-108	108 - Vacation	4,033	4,877	(844)	-17.31%	
101-3501-51240-???-109	109 - Holiday	4,033	4,877	(844)	-17.31%	
101-3501-51240-???-120	120 - FICA	8,478	9,820	(1,342)	-13.67%	
101-3501-51240-???-130	130 - Health Insurance	26,235	32,972	(6,737)	-20.43%	
101-3501-51240-???-133	133 - Vision Insurance	0	78	(78)	-100.00%	
101-3501-51240-???-134	134 - Dental Insurance	867	0	867	0.00%	
101-3501-51240-???-140	140 - Life Insurance	15	30	(15)	-50.00%	
101-3501-51240-???-151	151 - Retirement	7,702	8,858	(1,155)	-13.04%	
101-3501-51240-???-160	160 - Worker's Compensation	1,268	1,968	(700)	-35.58%	
101-3501-51240-???-172	172 - Training / Conference / CPE	0	0	0	0.00%	
101-3501-51240-???-214	214 - Prof Serv-Printing	100	150	(50)	-33.33%	
101-3501-51240-???-219	219 - Prof Serv-Other	125,000	150,782	(25,782)	-17.10%	Decreased expenses due to program limitations/medication availability
101-3501-51240-???-221	221 - Utility Service-Cellphone / Telephone	1,440	1,440	0	0.00%	
101-3501-51240-???-230	230 - R/M Serv-PC Replacement	390	390	0	0.00%	



Department Operating Budget Narrative

101-3501-51240-???-311	311 - Office Supplies	1,000	300	700	+233.33%	Increased staff numbers
101-3501-51240-???-312	312 - Copy Expense	50	50	0	0.00%	Staff increased from 2 to 4
101-3501-51240-???-313	313 - Postage	25	25	0	0.00%	
101-3501-51240-???-331	331 - Mileage	1,000	1,000	0	0.00%	
101-3501-51240-???-332	332 - Meals	0	0	0	0.00%	
101-3501-51240-???-333	333 - Lodging / Hotels	0	450	(450)	-100.00%	Travel covered by grant funds
101-3501-51240-???-340	340 - Operating Supplies & Expense	650	0	650	0.00%	Computer software needed for operations
101-3501-51240-???-531	531 - Rent-Interdepartment	4,860	2,220	2,640	+118.92%	Added new office in 2024 for additional staff; grant funds able to cover additional expense for 2024

3502 - Justice Coordinator - Drug Court

Revenue / Funding Source

3502-43512 - State Grants-Courts

101-3502-43512-???-000	43-000 - Intergovernmental Revenues	170,664	170,664	0	0.00%
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3502-46146 - Court Fees & Costs-Drug Court

101-3502-46146-???-000	46-000 - Public Charges for Services	8,000	12,000	(4,000)	-33.33%
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3502-47310 - Intergov Charges Drug Court

101-3502-47310-???-000	47-000 - Intergovernmental Charges for Services	0	0	0	0.00%
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Expense / Expenditure

3502-51242 - Drug Court-Justice Coordinator

101-3502-51242-???-101	101 - Wages-Permanent	87,967	68,224	19,742	+28.94%	Staff changes with wage decrease in 2024; In 2025, Case Managers moved up to Grade H; Increased Case manager to 60% PT in Sept 2024
101-3502-51242-???-107	107 - Sick Leave	2,765	2,617	148	+5.64%	
101-3502-51242-???-108	108 - Vacation	2,291	2,169	122	+5.64%	
101-3502-51242-???-109	109 - Holiday	2,291	2,169	122	+5.64%	
101-3502-51242-???-120	120 - FICA	7,292	5,751	1,540	+26.78%	



Department Operating Budget Narrative

101-3502-51242-???-130	130 - Health Insurance	27,984	16,737	11,247	+67.20%	
101-3502-51242-???-133	133 - Vision Insurance	0	78	(78)	-100.00%	
101-3502-51242-???-140	140 - Life Insurance	0	15	(15)	-100.00%	
101-3502-51242-???-151	151 - Retirement	4,140	3,891	249	+6.41%	Case Manager Positions moved from Grade G to Grade H
101-3502-51242-???-160	160 - Worker's Compensation	1,090	1,152	(62)	-5.39%	
101-3502-51242-???-172	172 - Training / Conference / CPE	4,000	3,790	210	+5.54%	
101-3502-51242-???-214	214 - Prof Serv-Printing	0	100	(100)	-100.00%	Budgeted in 3501
101-3502-51242-???-218	218 - Prof Serv-Witness Fees	57,100	25,000	32,100	+128.40%	TAD Grant Cash Match Funds
101-3502-51242-???-219	219 - Prof Serv-Other	34,844	67,860	(33,016)	-48.65%	Increased TAD Grant Expenses for 2025 moved to Wage/Benefits
101-3502-51242-???-221	221 - Utility Service-Cellphone / Telephone	1,130	1,130	0	0.00%	
101-3502-51242-???-230	230 - R/M Serv-PC Replacement	1,630	1,590	40	+2.52%	
101-3502-51242-???-311	311 - Office Supplies	1,000	650	350	+53.85%	Office supply items not eligible for grant expenses
101-3502-51242-???-312	312 - Copy Expense	100	100	0	0.00%	
101-3502-51242-???-331	331 - Mileage	1,000	2,500	(1,500)	-60.00%	Travel to Marshfield is decreased
101-3502-51242-???-332	332 - Meals	200	200	0	0.00%	Case managers have required conferences in 2025
101-3502-51242-???-333	333 - Lodging / Hotels	3,500	1,000	2,500	+250.00%	Lodging not covered by grant expenses in 2025
101-3502-51242-???-341	341 - Operating Supplies & Expense	6,000	32,000	(26,000)	-81.25%	Funds moved to 218 category
101-3502-51242-???-511	511 - Insurance-Liability	2,534	2,474	61	+2.45%	
101-3502-51242-???-531	531 - Rent-Interdepartment	4,860	4,680	180	+3.85%	Added one additional office to support increased staff

Total 35 - Justice Coordinator		179,457	177,116	2,340	+1.32%	
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 35 - Justice Coordinator

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
35 - Justice Coordinator									
3501 - Justice Coordinator - Administration									
3501-51240 - Justice Coordinator									
(Unassigned)									
3146A-Criminal Justice Coord	Grade L	100.00	81,037	31,130	-	112,167	2,080	-	1.00
3148-MAT Case Manager	Grade H	50.00	29,786	13,434	-	43,220	1,040	-	0.50
Total (Unassigned)			110,822	44,565	-	155,387	3,120	-	1.50
Total 3501-51240 - Justice Coordinator			110,822	44,565	-	155,387	3,120	-	1.50
Total 3501 - Justice Coordinator - Administration			110,822	44,565	-	155,387	3,120	-	1.50
3502 - Justice Coordinator - Drug Court									
3502-51242 - Drug Court-Justice Coordinator									
(Unassigned)									
3147-Case Manager	Grade H	100.00	59,571	26,869	-	86,440	2,080	-	1.00
Total (Unassigned)			59,571	26,869	-	86,440	2,080	-	1.00
Non FTE Count									
3147-Case Manager	Grade H	60.00	35,743	13,637	-	49,380	1,248	-	0.60
Total Non FTE Count			35,743	13,637	-	49,380	1,248	-	0.60
Total 3502-51242 - Drug Court-Justice Coordinator			95,314	40,506	-	135,820	3,328	-	1.60
Total 3502 - Justice Coordinator - Drug Court			95,314	40,506	-	135,820	3,328	-	1.60
Total 35 - Justice Coordinator			206,136	85,071	-	291,207	6,448	-	3.10
Grand Total			206,136	85,071	-	291,207	6,448	-	3.10



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
11 - District Attorney					
1101 - District Attorney					
<u>Revenue / Funding Source</u>					
1101-45120 - Co Share of St Fines & Forfeit					
45 - Fines, Forfeits and Penalties	10,500	0.00%	10,500	8,917	10,500
1101-45120 - Co Share of St Fines & Forfeit Total	10,500	0.00%	10,500	8,917	10,500
1101-46143 - Public Charges-District Atty					
46 - Public Charges for Services	9,500	0.00%	9,500	6,738	9,500
1101-46143 - Public Charges-District Atty Total	9,500	0.00%	9,500	6,738	9,500
1101-47410 - Local Dept Charges-Gen Govt					
47 - Intergov. Charges for Services	550	0.00%	550	352	550
1101-47410 - Local Dept Charges-Gen Govt Total	550	0.00%	550	352	550
Revenue / Funding Source Total	20,550	0.00%	20,550	16,007	20,550
<u>Expense / Expenditure</u>					
1101-51310 - District Attorney					
100 - Personnel Services	551,658	+5.39%	523,441	263,721	523,241
200 - Contractual Services	20,100	+1.52%	19,800	1,567	2,762
300 - Supplies and Expense	19,200	-0.52%	19,300	5,259	12,880
500 - Fixed Charges	28,486	+0.35%	28,386	18,924	28,386
1101-51310 - District Attorney Total	619,444	+4.83%	590,926	289,471	567,269
Expense / Expenditure Total	619,444	+4.83%	590,926	289,471	567,269
1101 - District Attorney Total	598,894	+5.00%	570,376	273,464	546,719
11 - District Attorney Total	598,894	+5.00%	570,376	273,464	546,719



Department Operating Budget Summary

Department: 11 - District Attorney	2025 Budget Summary			
	1101 - District Attorney	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
45 - Fines, Forfeits and Penalties	10,500	10,500	0.00%	10,500
46 - Public Charges for Services	9,500	9,500	0.00%	9,500
47 - Intergov. Charges for Services	550	550	0.00%	550
Total Operating Revenues	20,550	20,550	0.00%	20,550
Revenue / Funding Source Total	20,550	20,550	0.00%	20,550
Expense / Expenditure				
100 - Personnel Services	551,658	551,658	+5.39%	523,441
200 - Contractual Services	20,100	20,100	+1.52%	19,800
300 - Supplies and Expense	19,200	19,200	-0.52%	19,300
500 - Fixed Charges	28,486	28,486	+0.35%	28,386
Total Operating Expenditures	619,444	619,444	+4.83%	590,926
Expense / Expenditure Total	619,444	619,444	+4.83%	590,926
11 - District Attorney Total	598,894	598,894	+5.00%	570,376



Department Operating Budget Summary

Department: 11 - District Attorney	2024 Budget Summary	
	1101 - District Attorney	2024 Budget
Revenue / Funding Source		
45 - Fines, Forfeits and Penalties	10,500	10,500
46 - Public Charges for Services	9,500	9,500
47 - Intergov. Charges for Services	550	550
Total Operating Revenues	20,550	20,550
Revenue / Funding Source Total	20,550	20,550
Expense / Expenditure		
100 - Personnel Services	523,441	523,441
200 - Contractual Services	19,800	19,800
300 - Supplies and Expense	19,300	19,300
500 - Fixed Charges	28,386	28,386
Total Operating Expenditures	590,926	590,926
Expense / Expenditure Total	590,926	590,926
11 - District Attorney Total	570,376	570,376



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
11 - District Attorney						
1101 - District Attorney						
<u>Revenue / Funding Source</u>						
1101-45120 - Co Share of St Fines & Forfeit						
101-1101-45120-???-000	45-000 - Fines, Forfeits and Penalties	10,500	10,500	0	0.00%	
1101-46143 - Public Charges-District Atty						
101-1101-46143-???-000	46-000 - Public Charges for Services	9,500	9,500	0	0.00%	
1101-47410 - Local Dept Charges-Gen Govt						
101-1101-47410-???-000	47-000 - Intergovernmental Charges for Services	550	550	0	0.00%	
<u>Expense / Expenditure</u>						
1101-51310 - District Attorney						
101-1101-51310-???-101	101 - Wages-Permanent	317,731	299,792	17,939	+5.98%	
101-1101-51310-???-107	107 - Sick Leave	16,765	15,851	914	+5.77%	
101-1101-51310-???-108	108 - Vacation	24,394	23,342	1,051	+4.50%	
101-1101-51310-???-109	109 - Holiday	13,906	13,137	769	+5.85%	
101-1101-51310-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-1101-51310-???-120	120 - FICA	28,519	26,937	1,582	+5.87%	
101-1101-51310-???-130	130 - Health Insurance	118,755	113,645	5,110	+4.50%	
101-1101-51310-???-132	132 - Post Employment Benefits	3,482	5,368	(1,886)	-35.14%	
101-1101-51310-???-133	133 - Vision Insurance	234	208	25	+12.20%	
101-1101-51310-???-134	134 - Dental Insurance	1,179	0	1,179	0.00%	
101-1101-51310-???-140	140 - Life Insurance	91	91	0	0.00%	
101-1101-51310-???-151	151 - Retirement	25,909	24,296	1,613	+6.64%	



Department Operating Budget Narrative

101-1101-51310-???-160	160 - Worker's Compensation	295	373	(79)	-21.10%
101-1101-51310-???-172	172 - Training / Conference / CPE	400	400	0	0.00%
101-1101-51310-???-211	211 - Prof Serv-Legal	1,000	1,000	0	0.00%
101-1101-51310-???-214	214 - Prof Serv-Printing	600	300	300	+100.00%
101-1101-51310-???-219	219 - Prof Serv-Other	15,000	15,000	0	0.00%
101-1101-51310-???-221	221 - Utility Service-Cellphone / Telephone	3,500	3,500	0	0.00%
101-1101-51310-???-311	311 - Office Supplies	7,000	7,400	(400)	-5.41%
101-1101-51310-???-312	312 - Copy Expense	3,500	3,700	(200)	-5.41%
101-1101-51310-???-313	313 - Postage	2,000	1,500	500	+33.33%
101-1101-51310-???-325	325 - Dues & Subscriptions	5,000	5,000	0	0.00%
101-1101-51310-???-331	331 - Mileage	800	800	0	0.00%
101-1101-51310-???-332	332 - Meals	200	200	0	0.00%
101-1101-51310-???-333	333 - Lodging / Hotels	700	700	0	0.00%
101-1101-51310-???-336	336 - Parking	0	0	0	0.00%
101-1101-51310-???-511	511 - Insurance-Liability	3,406	3,306	101	+3.04%
101-1101-51310-???-531	531 - Rent-Interdepartment	25,080	25,080	0	0.00%

Total 11 - District Attorney		598,894	570,376	28,518	+5.00%
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 11 - District Attorney

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
11 - District Attorney			372,795	178,463	-	551,258	14,105	-	6.78
Grand Total			372,795	178,463	-	551,258	14,105	-	6.78



Wood County

WISCONSIN

REGISTER IN PROBATE

REGISTER IN PROBATE/JUVENILE COURT

MISSION STATEMENT

The Register in Probate/Juvenile Court office maintains records and performs statutory functions pertaining to Formal and Informal Probate, Trusts, Adult and Juvenile Guardianships, Adult and Juvenile Mental Commitments, Juvenile Delinquencies, Children in Need of Protection and Services, Juveniles in Need of Protection and Services, Adult and Juvenile Adoptions and Terminations of Parental Rights. This office files and maintains all documentation statutorily required for the official court record including collecting statutory court fees. The collective goal is to support the operation of the Courts and provide superior justice related services to all case participants and the general public.

PROGRAMS/SERVICES – REGISTER IN PROBATE/JUVENILE COURT

This includes the services of:

- Examining all documents for compliance with statutory filing requirements, initiating, certifying and assembling documents and files.
- Clerking all proceedings for case types filed in the probate/juvenile office which involves administering oaths, marking exhibits, scheduling hearings, preparing minutes and entering information on CCAP for each case file.
- Administering Informal Probate pursuant to statutory requirements.
- Reviewing guardianship and trust annual accounts every year pursuant to Statute and monitoring timelines.
- Scheduling hearings, mailing notices and performing calendar management.
- Collecting statutory filing and certification fees.
- Preparing and submitting reports to the Chief Judge, Clerk of Courts, Bureau of Vital Statistics, Adoption Records Program and Crime Information Bureau.
- Performing administrative duties as the Judges direct.
- Providing quality information and assistance in the preparation and filing of documents in these cases to the public in a courteous and efficient manner.

Tara Jensen
Register in Probate
Probate Registrar

Karrie Moore
Deputy Register in Probate
Juvenile Clerk



Department Operating Budget Summary

2025 Budget Summary				
Department: 33 - Register in Probate	3301 - Register in Probate	2025 Total	Change %	2024 Budget
Revenue / Funding Source				
45 - Fines, Forfeits and Penalties	1,700	1,700	0.00%	1,700
46 - Public Charges for Services	28,600	28,600	0.00%	28,600
Total Operating Revenues	30,300	30,300	0.00%	30,300
Revenue / Funding Source Total				
	30,300	30,300	0.00%	30,300
Expense / Expenditure				
100 - Personnel Services	238,383	238,383	-15.33%	281,530
200 - Contractual Services	2,550	2,550	+410.00%	500
300 - Supplies and Expense	7,460	7,460	-42.44%	12,960
500 - Fixed Charges	15,197	15,197	+0.73%	15,088
Total Operating Expenditures	263,591	263,591	-14.99%	310,078
Expense / Expenditure Total				
	263,591	263,591	-14.99%	310,078
33 - Register in Probate Total	233,291	233,291	-16.62%	279,778

2024 Budget Summary		
Department: 33 - Register in Probate	3301 - Register in Probate	2024 Budget
Revenue / Funding Source		
45 - Fines, Forfeits and Penalties	1,700	1,700
46 - Public Charges for Services	28,600	28,600
Total Operating Revenues	30,300	30,300
Revenue / Funding Source Total		
	30,300	30,300
Expense / Expenditure		
100 - Personnel Services	281,530	281,530
200 - Contractual Services	500	500
300 - Supplies and Expense	12,960	12,960
500 - Fixed Charges	15,088	15,088
Total Operating Expenditures	310,078	310,078
Expense / Expenditure Total		
	310,078	310,078
33 - Register in Probate Total	279,778	279,778



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
33 - Register in Probate						
3301 - Register in Probate						
<u>Revenue / Funding Source</u>						
3301-45110 - Fines/Forfeitures - Register in Probate						
101-3301-45110-???-000	45-000 - Fines, Forfeits and Penalties	1,700	1,700	0	0.00%	
3301-46144 - Court Fees and Costs - Register in Probate						
101-3301-46144-???-000	46-000 - Public Charges for Services	28,600	28,600	0	0.00%	
<u>Expense / Expenditure</u>						
3301-51215 - Register in Probate						
101-3301-51215-???-101	101 - Wages-Permanent	142,491	165,723	(23,232)	-14.02%	
101-3301-51215-???-107	107 - Sick Leave	7,618	8,642	(1,025)	-11.85%	
101-3301-51215-???-108	108 - Vacation	7,725	8,423	(699)	-8.29%	
101-3301-51215-???-109	109 - Holiday	6,313	7,163	(849)	-11.86%	
101-3301-51215-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-3301-51215-???-120	120 - FICA	12,557	14,531	(1,974)	-13.58%	
101-3301-51215-???-130	130 - Health Insurance	47,583	61,695	(14,112)	-22.87%	
101-3301-51215-???-132	132 - Post Employment Benefits	1,468	1,317	151	+11.43%	
101-3301-51215-???-133	133 - Vision Insurance	134	170	(36)	-20.93%	
101-3301-51215-???-134	134 - Dental Insurance	625	0	625	0.00%	
101-3301-51215-???-140	140 - Life Insurance	30	57	(27)	-46.94%	
101-3301-51215-???-151	151 - Retirement	11,408	13,107	(1,698)	-12.96%	
101-3301-51215-???-160	160 - Worker's Compensation	130	201	(72)	-35.60%	
101-3301-51215-???-172	172 - Training / Conference / CPE	300	500	(200)	-40.00%	



Department Operating Budget Narrative

101-3301-51215-???-214	214 - Prof Serv-Printing	500	0	500	0.00%
101-3301-51215-???-221	221 - Utility Service-Cellphone / Telephone	1,200	0	1,200	0.00%
101-3301-51215-???-230	230 - R/M Serv-PC Replacement	350	0	350	0.00%
101-3301-51215-???-291	291 - Contractual Services-Other	500	500	0	0.00%
101-3301-51215-???-311	311 - Office Supplies	2,000	6,500	(4,500)	-69.23%
101-3301-51215-???-312	312 - Copy Expense	600	600	0	0.00%
101-3301-51215-???-313	313 - Postage	3,000	3,000	0	0.00%
101-3301-51215-???-328	328 - Dues	500	500	0	0.00%
101-3301-51215-???-331	331 - Mileage	400	800	(400)	-50.00%
101-3301-51215-???-332	332 - Meals	360	360	0	0.00%
101-3301-51215-???-333	333 - Lodging / Hotels	600	1,200	(600)	-50.00%
101-3301-51215-???-511	511 - Insurance-Liability	2,213	2,104	109	+5.20%
101-3301-51215-???-531	531 - Rent-Interdepartment	12,984	12,984	0	0.00%

Phone charges were missed being added for Probate when dividing our budget from Branch 1 for 2024.

Total 33 - Register in Probate	233,291	279,778	(46,487)	-16.62%
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Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
33 - Register in Probate					
3301 - Register in Probate					
<u>Revenue / Funding Source</u>					
3301-45110 - Fines/Forfeitures - Register in Probate					
45 - Fines, Forfeits and Penalties	1,700	0.00%	1,700	2,112	2,300
3301-45110 - Fines/Forfeitures - Register in Probate Total	1,700	0.00%	1,700	2,112	2,300
3301-46144 - Court Fees and Costs - Register in Probate					
46 - Public Charges for Services	28,600	0.00%	28,600	14,363	28,600
3301-46144 - Court Fees and Costs - Register in Probate Total	28,600	0.00%	28,600	14,363	28,600
Revenue / Funding Source Total	30,300	0.00%	30,300	16,475	30,900
<u>Expense / Expenditure</u>					
3301-51215 - Register in Probate					
100 - Personnel Services	238,383	-15.33%	281,530	127,122	178,696
200 - Contractual Services	2,550	+410.00%	500	736	2,000
300 - Supplies and Expense	7,460	-42.44%	12,960	3,014	10,560
500 - Fixed Charges	15,197	+0.73%	15,088	10,059	15,088
3301-51215 - Register in Probate Total	263,591	-14.99%	310,078	140,931	206,344
Expense / Expenditure Total	263,591	-14.99%	310,078	140,931	206,344
3301 - Register in Probate Total	233,291	-16.62%	279,778	124,455	175,444
33 - Register in Probate Total	233,291	-16.62%	279,778	124,455	175,444

Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 3301 - Register in Probate

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
33 - Register in Probate									
3301 - Register in Probate									
3301-51215 - Register in Probate									
(Unassigned)									
1601-Register in Probate	Grade J	100.00	73,403	29,748	-	103,151	2,080	-	1.00
1602-Deputy Req Probate	Grade G	100.00	55,162	25,680	-	80,842	2,080	-	1.00
1603-Legal Admin Asst	Grade F	72.06	35,583	18,507	-	54,090	1,499	-	0.72
Total (Unassigned)			164,147	73,936	-	238,083	5,659	-	2.72
Total 3301-51215 - Register in Probate			164,147	73,936	-	238,083	5,659	-	2.72
Total 3301 - Register in Probate			164,147	73,936	-	238,083	5,659	-	2.72
Total 33 - Register in Probate			164,147	73,936	-	238,083	5,659	-	2.72
Grand Total			164,147	73,936	-	238,083	5,659	-	2.72



Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

Mission Statement

The mission of the Register of Deed's Office is to provide the official county repository for Real Estate, Vital, and Personal Property records, Federal Tax Liens, Bills of Sale, Veteran's Discharges, Corporation Records, Farm Names, Plats, and Certified Survey Maps and to provide safe archival storage and convenient access to these public records while at the same time implement statutory changes, system modernization, program and procedure evaluation and a high level of timely service to our customers.

Programs and Services

Record Documents

Record all documents authorized by law to be recorded in the office of the Register of Deeds by endorsing upon each document the day, hour and minute of reception and the document number, volume and page if applicable, where same is recorded. Collect recording and transfer fee, if required. (Wis. Stats. 59.43)

Register, File, Index, Maintain Records

Must register, file, index and maintain the following records:

- Births, death, and marriage records (Wis. Stats. 69.07)
- Certified survey maps, plats, (Wis. Stats. 59.43, 779.97)
- Honorable Military Discharges (Wis. Stats. 45.21)

Make available for viewing an index and image of daily recordings. (Wis. Stats 59.43)

Return original documents as instructed. (Wis. Stats. 59.43)

Make and deliver upon request a copy of any record, paper, file or plat in accordance with the statues and collect fee for the same. (Wis. Stats. 69.21, 59.43, 45.21)

Program Funding and Prioritization:

Register of Deeds programs are funded by a portion of the fees collected to record real estate documents as well as 20% of all transfer fees go to the County General Fund. We also retain a portion of each vital record purchased.

SINCE ALL PROGRAMS ARE MANDATED BY STATE LAW THERE IS NO DELINEATION AS TO PRIORITY OF PROGRAMS.



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
24 - Register of Deeds					
2401 - Register Of Deeds					
<u>Revenue / Funding Source</u>					
2401-41230 - Real Estate Transfer Fees					
41 - Taxes	180,000	+16.13%	155,000	136,126	198,000
2401-41230 - Real Estate Transfer Fees Total	180,000	+16.13%	155,000	136,126	198,000
2401-46130 - Register of Deeds Fees					
46 - Public Charges for Services	272,000	0.00%	272,000	146,232	240,000
2401-46130 - Register of Deeds Fees Total	272,000	0.00%	272,000	146,232	240,000
2401-46131 - ROD Laredo Tapestry					
46 - Public Charges for Services	85,000	+21.43%	70,000	53,710	85,000
2401-46131 - ROD Laredo Tapestry Total	85,000	+21.43%	70,000	53,710	85,000
2401-48100 - Interest					
48 - Miscellaneous Revenues	1,500	0.00%	1,500	2,748	4,950
2401-48100 - Interest Total	1,500	0.00%	1,500	2,748	4,950
2401-49110 - Proceeds from Capital-Deeds					
49 - Other Financing Sources	0	0.00%	0	0	
2401-49110 - Proceeds from Capital-Deeds Total	0	0.00%	0	0	
Revenue / Funding Source Total	538,500	+8.02%	498,500	338,815	527,950
<u>Expense / Expenditure</u>					
2401-51710 - Register of Deeds					
100 - Personnel Services	428,060	+6.54%	401,766	253,873	398,611
200 - Contractual Services	72,051	+3.23%	69,799	58,139	69,677
300 - Supplies and Expense	11,085	-2.21%	11,335	6,484	10,081
500 - Fixed Charges	25,879	+0.32%	25,797	17,198	25,797
2401-51710 - Register of Deeds Total	537,076	+5.58%	508,697	335,694	504,166
Expense / Expenditure Total	537,076	+5.58%	508,697	335,694	504,166
2401 - Register Of Deeds Total	(1,424)	-113.97%	10,197	(3,122)	(23,784)
2402 - Register Of Deeds-Redaction					
<u>Revenue / Funding Source</u>					
2402-46130 - Register of Deeds Redaction					
46 - Public Charges for Services	0	0.00%	0	0	
2402-46130 - Register of Deeds Redaction Total	0	0.00%	0	0	
Revenue / Funding Source Total	0	0.00%	0	0	
<u>Expense / Expenditure</u>					
2402-51711 - Reg of Deeds Redaction					
200 - Contractual Services	2,387	0.00%	2,387	0	0



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
2402-51711 - Reg of Deeds Redaction Total	2,387	0.00%	2,387	0	0
Expense / Expenditure Total	2,387	0.00%	2,387	0	0
2402 - Register Of Deeds-Redaction Total	2,387	0.00%	2,387	0	0
24 - Register of Deeds Total	963	-92.35%	12,584	(3,122)	(23,784)



Department Operating Budget Summary

2025 Budget Summary					
Department: 24 - Register of Deeds	2401 - Register Of Deeds	2402 - Register Of Deeds-Redaction	2025 Total	Change %	2024 Budget
Revenue / Funding Source					
41 - Taxes	180,000		180,000	+16.13%	155,000
46 - Public Charges for Services	357,000	0	357,000	+4.39%	342,000
48 - Miscellaneous Revenues	1,500		1,500	0.00%	1,500
49 - Other Financing Sources	0		0	0.00%	0
Revenue / Funding Source Total	538,500	0	538,500	+8.02%	498,500
Expense / Expenditure					
100 - Personnel Services	428,060		428,060	+6.54%	401,766
200 - Contractual Services	72,051	2,387	74,438	+3.12%	72,186
300 - Supplies and Expense	11,085		11,085	-2.21%	11,335
500 - Fixed Charges	25,879		25,879	+0.32%	25,797
Expense / Expenditure Total	537,076	2,387	539,463	+5.55%	511,084
Beginning Carryover	0	2,387	2,387	0	2,387
Ending Carryover	0	0	0	0	0
24 - Register of Deeds Total	(1,424)	0	(1,424)	-113.97%	10,197

2024 Budget Summary			
Department: 24 - Register of Deeds	2401 - Register Of Deeds	2402 - Register Of Deeds-Redaction	2024 Budget
Revenue / Funding Source			
41 - Taxes	155,000		155,000
46 - Public Charges for Services	342,000	0	342,000
48 - Miscellaneous Revenues	1,500		1,500
49 - Other Financing Sources	0		0
Revenue / Funding Source Total	498,500	0	498,500
Expense / Expenditure			
100 - Personnel Services	401,766		401,766
200 - Contractual Services	69,799	2,387	72,186
300 - Supplies and Expense	11,335		11,335
500 - Fixed Charges	25,797		25,797
Expense / Expenditure Total	508,697	2,387	511,084
Beginning Carryover	0	2,387	2,387
Ending Carryover	0	0	0
24 - Register of Deeds Total	10,197	0	10,197



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
24 - Register of Deeds						
2401 - Register Of Deeds						
<u>Revenue / Funding Source</u>						
2401-41230 - Real Estate Transfer Fees						
101-2401-41230-???-000	41-000 - Taxes	180,000	155,000	25,000	+16.13%	
2401-46130 - Register of Deeds Fees						
101-2401-46130-???-000	46-000 - Public Charges for Services	272,000	272,000	0	0.00%	
2401-46131 - ROD Laredo Tapestry						
101-2401-46131-???-000	46-000 - Public Charges for Services	85,000	70,000	15,000	+21.43%	
2401-48100 - Interest						
101-2401-48100-???-000	48-000 - Miscellaneous Revenues	1,500	1,500	0	0.00%	
2401-49110 - Proceeds from Capital-Deeds						
101-2401-49110-???-000	49-000 - Other Financing Sources	0	0	0	0.00%	
<u>Expense / Expenditure</u>						
2401-51710 - Register of Deeds						
101-2401-51710-???-101	101 - Wages-Permanent	249,879	247,416	2,463	+1.00%	
101-2401-51710-???-107	107 - Sick Leave	13,192	8,621	4,572	+53.03%	
101-2401-51710-???-108	108 - Vacation	19,059	10,818	8,241	+76.18%	
101-2401-51710-???-109	109 - Holiday	10,934	7,145	3,789	+53.03%	
101-2401-51710-???-110	110 - Funeral/Jury/Other	0	0	0	0.00%	
101-2401-51710-???-120	120 - FICA	22,419	20,961	1,458	+6.96%	
101-2401-51710-???-130	130 - Health Insurance	85,350	81,175	4,175	+5.14%	
101-2401-51710-???-132	132 - Post Employment Benefits	2,128	3,668	(1,540)	-41.99%	
101-2401-51710-???-133	133 - Vision Insurance	285	285	0	0.00%	



Department Operating Budget Narrative

101-2401-51710-???-134	134 - Dental Insurance	1,734	0	1,734	0.00%
101-2401-51710-???-140	140 - Life Insurance	30	30	0	0.00%
101-2401-51710-???-151	151 - Retirement	20,368	18,906	1,462	+7.73%
101-2401-51710-???-160	160 - Worker's Compensation	232	290	(59)	-20.29%
101-2401-51710-???-172	172 - Training / Conference / CPE	2,450	2,450	0	0.00%
101-2401-51710-???-214	214 - Prof Serv-Printing	0	300	(300)	-100.00%
101-2401-51710-???-219	219 - Prof Serv-Other	65,000	62,000	3,000	+4.84%
101-2401-51710-???-221	221 - Utility Service-Cellphone / Telephone	2,150	2,208	(58)	-2.63%
101-2401-51710-???-230	230 - R/M Serv-PC Replacement	2,710	3,100	(390)	-12.58%
101-2401-51710-???-233	233 - R/M Serv-Equipment	2,191	2,191	0	0.00%
101-2401-51710-???-311	311 - Office Supplies	4,500	4,500	0	0.00%
101-2401-51710-???-312	312 - Copy Expense	550	600	(50)	-8.33%
101-2401-51710-???-313	313 - Postage	2,500	2,700	(200)	-7.41%
101-2401-51710-???-328	328 - Dues	185	185	0	0.00%
101-2401-51710-???-331	331 - Mileage	1,850	1,850	0	0.00%
101-2401-51710-???-332	332 - Meals	0	0	0	0.00%
101-2401-51710-???-333	333 - Lodging / Hotels	1,500	1,500	0	0.00%
101-2401-51710-???-336	336 - Parking	0	0	0	0.00%
101-2401-51710-???-340	340 - Operating Supplies & Expense	0	0	0	0.00%
101-2401-51710-???-511	511 - Insurance-Liability	2,992	2,910	83	+2.84%
101-2401-51710-???-531	531 - Rent-Interdepartment	22,887	22,887	0	0.00%

2402 - Register Of Deeds-Redaction

Revenue / Funding Source

2402-46130 - Register of Deeds Redaction

101-2402-46130-???-000	46-000 - Public Charges for Services	0	0	0	0.00%
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Department Operating Budget Narrative

Expense / Expenditure

2402-51711 - Reg of Deeds Redaction

101-2402-51711-???-219

219 - Prof Serv-Other

2,387

2,387

0

0.00%

Total 24 - Register of Deeds

963

12,584

(11,621)

-92.35%

Operating Position Cost Summary

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 24 - Register of Deeds

Position	Pay Grade	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
24 - Register of Deeds									
2401 - Register Of Deeds									
2401-51710 - Register of Deeds									
(Unassigned)									
3001-Register of Deeds		100.00	91,000	30,874	-	121,874	2,080	-	1.00
3002-Chf Dpty ROD	Grade G	96.88	56,138	26,396	-	82,534	2,015	-	0.97
3007-Dpty ROD	Grade F	96.88	50,254	25,425	-	75,679	2,015	-	0.97
3007-Dpty ROD	Grade F	96.88	47,836	24,920	-	72,756	2,015	-	0.97
3007-Dpty ROD	Grade F	96.88	47,836	24,932	-	72,768	2,015	-	0.97
Total (Unassigned)			293,064	132,546	-	425,610	10,140	-	4.88
Total 2401-51710 - Register of Deeds			293,064	132,546	-	425,610	10,140	-	4.88
Total 2401 - Register Of Deeds			293,064	132,546	-	425,610	10,140	-	4.88
Total 24 - Register of Deeds			293,064	132,546	-	425,610	10,140	-	4.88
Grand Total			293,064	132,546	-	425,610	10,140	-	4.88



VICTIM WITNESS SERVICES
Statement of Departmental Programs and Services
Budget Year 2025

MISSION STATEMENT

The Wood County Victim Witness Services Program strives to provide support and guidance to all victims and witnesses of crime in Wood County.

The mission of the Victim Witness Services Program is to provide victims and witnesses of crime in Wood County information related to their rights as victims and provide assistance in exercising those rights. The State Constitution under Statute Chapter 950 enumerates 57 individual rights that ensure and assure that victims and witnesses are treated with *fairness, dignity and respect* throughout their experience with the criminal justice system.

In 2020 these rights were expanded with the adoption of Marsy's law.

The Victim Witness Services Program also provides information on support services in Wood County, assistance with restitution and/or victim compensation, notification of court hearings and help with understanding the criminal justice system, completing a Victim Impact Statement, and support during jury trials and much more.

Victim Witness Services is here to assure that victims and witness are treated with *fairness, dignity, right to privacy and respect*.

SERVICES PROVIDED in 2024

A synopsis of services provided from August 23, 2023 to August 22, 2024:

- 5019 Total Services Provided to over 2085 unique parties
- 531 meetings Victims or Witnesses / 2752 phone contacts
- 1121 Initial Contact letters sent / 2823 total mailed communications
- 1294 parties with the role of victim / 2363 referred cases to the DA's office

PROGRAMS and SERVICES

❖ *Victim/Witnesses Rights:*

Victims and Witnesses of crimes in Wood County are best served when they have full knowledge of their rights and are encouraged to engage with the Justice System. It is the role of this office to reach out to victims and furnish that information and be a gateway for them to engage. Some of the rights constitutionally granted to victims are:

- The right to be treated with dignity, respect, courtesy, sensitivity, and fairness.
- The right to privacy, including a safe and private waiting area.
- The right to meaningful and timely notification of charges and court hearings. “Timely” is not defined by statute but the standard is a ten day notice for any court proceeding.
- The right upon request *to attend* all proceedings and *to be heard* in any proceeding during which a right of the victim is implicated. Wood County accommodates phone attendance.
- The right to reasonable protection from the accused throughout the criminal and juvenile justice process. This includes a safe and private waiting area and increased security if requested.
- The right to request HIV or STD’s testing for the defendant. Officers who encounter bodily fluids during arrest are the most common form of this testing.
- The right to a speedy disposition of the criminal case and to timely disposition free from unreasonable delays
- The right to confer with the District Attorney office at *any time* during the criminal process.
- The right to full restitution or compensation as provided by laws.
- The right to provide a Victim Impact Statement at the time of sentencing.
- The right to not have their personal identifiers used or disclosed for a purpose unrelated to official responsibilities. This right is especially important to minors and victims of sensitive crimes.
- The right to timely notice about all rights granted under this constitutional amendment and all other rights, privileges, or protections of the victim provided by law, including how such rights, privileges, or protections are enforced.

County Victim Witness Programs in Wisconsin were established under Wisconsin statute chapter 950 and play a crucial role in supporting and assisting crime victims and witnesses throughout the justice system. Wood County Victim Witness Services has always recognized the unique role victims and witnesses play in the Judicial system. To that end we work diligently to contact victims of crime and support their needs.

We believe firmly that a robust victim witness program demonstrates a commitment to public safety in Wood County. When crime victims receive the support they need, public trust in the criminal justice system can improve, leading to stronger community engagement and cooperation with law enforcement and prosecution efforts.

The Victim Witness Services Program supports individuals and families when they are thrust into the Judicial system.

❖ *Court Hearings:*

The Judicial system can sometimes move quickly. It is the job of Victim Witness Services program to inform victims of court proceedings and ensure statutory rights and services are provided in a meaningful and timely manner. Some of those rights are listed below:

- The right to notification of criminal charges.
- The right to be heard if victims' rights are implicated.
- The right to request notice of all court proceedings in adult and juvenile proceedings.
- The right to confer with prosecution.
- The right to have their interests considered in any continuances that are granted.
- The right to request accompaniment in attending a hearing.
- The right to a safe waiting area separate from the defense witnesses.
- The right to employer intercession to avoid loss of employment or other sanctions.
- The right to a witness fee if subpoenaed by the State to testify.
- The right to protection from harm and threats regarding the prosecution of the case.
- Assistance in preparing for trials.
- Support for all court appearances, especially during jury trials.
- The right to inform the judge of how the crime has affected them and what they would like to see for a sentence – a Victim Impact Statement – made at the time of sentencing

Victims can invoke any of their constitutional rights at any time during the judicial process. In order to ensure these rights Victim Witness Services Program communicates with victims and witnesses via phone, mail and email as soon as possible after a crime has been reported. Many of our community members have expressed a desire to appear at hearings virtually and when possible the courts have accommodated those request. I believe in the future more victims will want to use this technology as it provides a level of safety for victims.

❖ *Financial Assistance:*

Victim Witness Services Program collects restitution information to be considered at disposition of the case. For many victims restitution is their main concern as being awarded restitution and receiving monetary remuneration from the offender helps with their healing and feelings of a successful case. Restitution requires the collection, compilation, and distribution of documentation of the claim to all parties. Many Victim / Witnesses offices in Wisconsin have a staff person who works solely on compiling restitution. In addition to restitution, when appropriate victims are also given information and assistance in completing applications for state Crime Victim Compensation funds. Additionally, if a separate Restitution Hearing is required Victim Witness Services will prepare documents for the court and attend with the victims. Victim Witness Services will also assist when asked, in the return of personal property being held as evidence by the sheriff's office.

*No funds are collected or distributed by the Victim Witness Services Program.

❖ *State and Community Referrals:*

Victim Witness Services Program makes referrals to other criminal justice service providers as well as community sources of assistance, including domestic abuse programs, sexual assault programs, shelters, counseling resources and support groups. This office has a strong relationship with The Family Center, Inc., here in Wisconsin Rapids and knowledge of agencies in surrounding areas. Additional agencies this office works with closely are: local law enforcement agencies, State Department of Justice, Office of Crime Victim Services, Safe at Home program, Department of Corrections and other Victim Witness offices. Referrals are made to appropriate community agencies as needs arise.

❖ *Post-Conviction Services:*

When conviction results in a prison term victims are provided with information on the services provided through the Department of Corrections. Victims are supplied with the appropriate registration materials and information. If an appeal is indicated, victims are provide with information regarding the appellate services available and when indicated services are provided directly. If restitution is reduced to a civil

judgement as the result of a revocation of supervision, victims are notified. Notification as to registration for notice of escape or release is also provided.

❖ *General Duties:*

Victim Witness Services Program carries out duties assigned by the District Attorney's office as required. The majority of our time is spent in direct service of victims either by attended hearings with or for them, contacting them by phone, attending meetings with the prosecuting attorney or responding to emails. Many hours are also spent in completing both the State bi-annual budget and the County annual budget reports.

❖ *Service Requirements:*

Services outlined above are required per Wisconsin State Statutes Chapter 950 and indicate that in each county, the county board is responsible for the provision of services under this section. The county may seek reimbursement for services provided from the Department of Justice for not more than 90% of the costs incurred in providing those services. Reimbursement forms are completed by the Victim Witness office every six months. The rate is determined by the Department of Justice and can fluctuate per reporting period. Erin Welsh, Deputy Director of the Office of Crime Victim Services had this to say about the rate currently at 52.1%

For a bit of perspective, the VW reimbursement rate to the counties has not been over 50% since 2017. State reimbursement of Victim Witness Programs comes from a combination of Victim Witness surcharge and penalty surcharge deposits, as well as a nominal (but valuable) amount of general purpose revenue (GPR). As surcharge deposits continue to decline and the cost of program operations continue to go up, the need for sustained and increased GPR funding will be the key to stabilizing this reimbursement rate and supporting the invaluable services Victim Witness Programs offer crime victims.

While there is significant progress to appreciate here, our collective work continues. Victim Witness professionals ensure that the ongoing needs of crime victims and survivors are met throughout the criminal justice process; that victims' rights are consistently afforded in a meaningful way; that victims are treated with care and comfort as they engage with an often confusing/frustrating justice system; and that victims are empowered to have their voice heard within the justice system. The incredible work done by the Victim Witness Professionals in each of your offices are an integral part of the justice system itself. Thank you and your Victim Witness staff for your dedication to the challenging work you do each day. Your public service is appreciated and respected.

There is concerted effort to increase the sustainability of funding for victim witness offices statewide. By being able to have a predictable amount in state funding allows our program to plan long-term initiatives, invest in staff and maintain essential services without the uncertainty of budget fluctuations.

Reimbursement may be suspended or terminated if the county fails to comply with the required duties. Additionally, the county could be the subject of a complaint of a violation of crime victims' rights to the Crime Victim Rights Board which could result in a private or public reprimand, or forfeiture, or report and recommendation.

2024 NARRATIVE

2024 has been a year of staff transition, with both the Program Coordinator and Program Assistant moving into new positions with Wood County. Victim Witness was not fully staffed from October-December 2023. In January of 2024, Alicia Parenteau, Program Coordinator and Julianne Esser, Program Assistant were hired. The District Attorneys office also experienced staff transition with an attorney retirement and new hire. Two legal assistance were also hired due to resignations. A new District Attorney will be sworn in January 2025. Michele Newman, former Victim Witness Program Coordinator identified the need for an additional victim witness part time staff due to the addition of branch 4 courtroom. Once the District Attorneys office is fully staffed with 6 attorneys , increased staffing for victim witness should be reevaluated. Within a few months, the Victim Witness office will be upgrading to new stand/sit desks as recommended in a recent ergonomic evaluations.

Hannah Wrobel, a victims rights specialist with the Wisconsin Department of Justice, Office of Crime Victim Services, explaining why victim witness offices are so important to their local communities. She states that “*victim witness programs are **rooted in local communities**, making them well-positioned to understand and address community-specific challenges*”. That phrase resonated with me because in this office we see the very worst of our community members and have direct contact with victims who have suffered at their hands. We hear daily about the trauma and emotional distress they are going through and their frustrations with the “system”. We know about the lack of services for Wood county residence who suffer from drug or alcohol addictions, mental health issues or economic insecurities. This office is also uniquely positioned to also see all the greatness of our county. From the many wonderful first responders and law enforcement agencies to the all the nonprofit organizations and even our own Wood county health services who work so hard everyday to help our neighbors who are suffering. Being rooted in this community means that this office is part of a team of people and organizations who are showing up everyday to make Wood County a safe and great place to live.

Victim Witness Services are dedicated to providing exceptional services, information, assistance, support and guidance to all Victims / Witnesses of crime in Wood County. We appreciate your support.

Sincerely,

Alicia Parenteau

Alicia Parenteau, Program Coordinator
Wood County Victim Witness Services



Department Operating Budget Detail

With Previous Year Comparison and Annual Estimate

	2025 Budget	% Change	2024 Budget	2024 Actual	2024 Estimate
32 - Victim Witness					
3201 - Victim Witness					
<u>Revenue / Funding Source</u>					
3201-43511 - State Aid-Victim Witness					
43 - Intergovernmental Revenues	74,000	0.00%	74,000	31,825	63,651
3201-43511 - State Aid-Victim Witness Total	74,000	0.00%	74,000	31,825	63,651
3201-45120 - Co Share of St Fines & Forfeit					
45 - Fines, Forfeits and Penalties	10,000	0.00%	10,000	8,917	10,000
3201-45120 - Co Share of St Fines & Forfeit Total	10,000	0.00%	10,000	8,917	10,000
Revenue / Funding Source Total	84,000	0.00%	84,000	40,743	73,651
<u>Expense / Expenditure</u>					
3201-51315 - Victim Witness Program					
100 - Personnel Services	166,628	+5.49%	157,961	92,566	157,961
200 - Contractual Services	1,450	+5.45%	1,375	493	1,450
300 - Supplies and Expense	4,300	+20.28%	3,575	1,525	8,630
500 - Fixed Charges	7,322	+1.17%	7,238	4,825	7,238
3201-51315 - Victim Witness Program Total	179,700	+5.61%	170,149	99,409	175,278
Expense / Expenditure Total	179,700	+5.61%	170,149	99,409	175,278
3201 - Victim Witness Total	95,700	+11.09%	86,149	58,667	101,628
3202 - Victim Witness-Task Force					
<u>Revenue / Funding Source</u>					
3202-43210 - Victim Witness State Aid					
43 - Intergovernmental Revenues	0	0.00%	0	0	0
3202-43210 - Victim Witness State Aid Total	0	0.00%	0	0	0
Revenue / Funding Source Total	0	0.00%	0	0	0
<u>Expense / Expenditure</u>					
3202-51316 - Victim Witness Task Force					
200 - Contractual Services	0	0.00%	0	0	0
300 - Supplies and Expense	0	0.00%	0	0	0
3202-51316 - Victim Witness Task Force Total	0	0.00%	0	0	0
Expense / Expenditure Total	0	0.00%	0	0	0
3202 - Victim Witness-Task Force Total	0	0.00%	0	0	0
32 - Victim Witness Total	95,700	+11.09%	86,149	58,667	101,628



Department Operating Budget Summary

2025 Budget Summary					
Department: 32 - Victim Witness	3201 - Victim Witness	3202 - Victim Witness-Task Force	2025 Total	Change %	2024 Budget
Revenue / Funding Source					
43 - Intergovernmental Revenues	74,000	0	74,000	0.00%	74,000
45 - Fines, Forfeits and Penalties	10,000		10,000	0.00%	10,000
Total Operating Revenues	84,000	0	84,000	0.00%	84,000
Revenue / Funding Source Total	84,000	0	84,000	0.00%	84,000
Expense / Expenditure					
100 - Personnel Services	166,628		166,628	+5.49%	157,961
200 - Contractual Services	1,450	0	1,450	+5.45%	1,375
300 - Supplies and Expense	4,300	0	4,300	+20.28%	3,575
500 - Fixed Charges	7,322		7,322	+1.17%	7,238
Total Operating Expenditures	179,700	0	179,700	+5.61%	170,149
Expense / Expenditure Total	179,700	0	179,700	+5.61%	170,149
32 - Victim Witness Total	95,700	0	95,700	+11.09%	86,149



Department Operating Budget Summary

Department: 32 - Victim Witness	2024 Budget Summary		
	3201 - Victim Witness	3202 - Victim Witness-Task Force	2024 Budget
Revenue / Funding Source			
43 - Intergovernmental Revenues	74,000	0	74,000
45 - Fines, Forfeits and Penalties	10,000		10,000
Total Operating Revenues	84,000	0	84,000
Revenue / Funding Source Total	84,000	0	84,000
Expense / Expenditure			
100 - Personnel Services	157,961		157,961
200 - Contractual Services	1,375	0	1,375
300 - Supplies and Expense	3,575	0	3,575
500 - Fixed Charges	7,238		7,238
Total Operating Expenditures	170,149	0	170,149
Expense / Expenditure Total	170,149	0	170,149
32 - Victim Witness Total	86,149	0	86,149



Department Operating Budget Narrative

Account Number	Description	2025 Requested	2024 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
32 - Victim Witness						
3201 - Victim Witness						
<u>Revenue / Funding Source</u>						
3201-43511 - State Aid-Victim Witness						
101-3201-43511-???-000	43-000 - Intergovernmental Revenues	74,000	74,000	0	0.00%	
3201-45120 - Co Share of St Fines & Forfeit						
101-3201-45120-???-000	45-000 - Fines, Forfeits and Penalties	10,000	10,000	0	0.00%	
<u>Expense / Expenditure</u>						
3201-51315 - Victim Witness Program						
101-3201-51315-???-101	101 - Wages-Permanent	101,209	93,826	7,383	+7.87%	
101-3201-51315-???-107	107 - Sick Leave	5,175	4,856	318	+6.56%	
101-3201-51315-???-108	108 - Vacation	4,283	5,176	(893)	-17.25%	
101-3201-51315-???-109	109 - Holiday	4,289	4,025	264	+6.56%	
101-3201-51315-???-120	120 - FICA	8,794	8,253	541	+6.56%	
101-3201-51315-???-130	130 - Health Insurance	33,930	32,470	1,460	+4.50%	
101-3201-51315-???-132	132 - Post Employment Benefits	0	1,240	(1,240)	-100.00%	
101-3201-51315-???-133	133 - Vision Insurance	26	26	0	0.00%	
101-3201-51315-???-134	134 - Dental Insurance	312	0	312	0.00%	
101-3201-51315-???-140	140 - Life Insurance	30	30	0	0.00%	
101-3201-51315-???-151	151 - Retirement	7,989	7,444	545	+7.33%	
101-3201-51315-???-160	160 - Worker's Compensation	91	114	(24)	-20.59%	
101-3201-51315-???-172	172 - Training / Conference / CPE	500	500	0	0.00%	
101-3201-51315-???-214	214 - Prof Serv-Printing	725	650	75	+11.54%	anticipated printing cost increase



Department Operating Budget Narrative

101-3201-51315-???-221	221 - Utility Service-Cellphone / Telephone	625	625	0	0.00%	
101-3201-51315-???-243	243 - R/M Serv Other-Equipment	100	100	0	0.00%	
101-3201-51315-???-311	311 - Office Supplies	1,250	1,250	0	0.00%	2- adjustable office desk. Approved by J & L committee .
101-3201-51315-???-312	312 - Copy Expense	0	0	0	0.00%	
101-3201-51315-???-313	313 - Postage	1,450	1,250	200	+16.00%	anticipated postage increase
101-3201-51315-???-328	328 - Dues	0	0	0	0.00%	
101-3201-51315-???-331	331 - Mileage	250	250	0	0.00%	
101-3201-51315-???-332	332 - Meals	250	250	0	0.00%	
101-3201-51315-???-333	333 - Lodging / Hotels	500	500	0	0.00%	
101-3201-51315-???-340	340 - Operating Supplies & Expense	600	75	525	+700.00%	supplies needed for jury trials, trial prep and victim meetings
101-3201-51315-???-511	511 - Insurance-Liability	1,682	1,598	84	+5.28%	
101-3201-51315-???-531	531 - Rent-Interdepartment	5,640	5,640	0	0.00%	

3202 - Victim Witness-Task Force

Revenue / Funding Source

3202-43210 - Victim Witness State Aid

101-3202-43210-???-000	43-000 - Intergovernmental Revenues	0	0	0	0.00%	
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Expense / Expenditure

3202-51316 - Victim Witness Task Force

101-3202-51316-???-219	219 - Prof Serv-Other	0	0	0	0.00%	
101-3202-51316-???-340	340 - Operating Supplies & Expense	0	0	0	0.00%	

Total 32 - Vicitim Witness		95,700	86,149	9,552	+11.09%	
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Operating Position Cost Summary

Report data returned based on the user's security permissions.

Fiscal Year 2025
 Forecast Year 2025
 Department or Sub-Department 3201 - Victim Witness

Position	Pay Grade	Step	Alloc. %	Salary	Modifiers	Premiums	Total	Hours	Premium Hours	FTE
32 - Victim Witness				114,956	51,172	-	166,128	4,030	-	1.94
Grand Total				114,956	51,172	-	166,128	4,030	-	1.94