

**AGENDA**  
**JUDICIAL & LEGISLATIVE COMMITTEE**

**DATE: Friday, October 4, 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. Update on the Opioid Settlement
8. Criminal Justice Coordinator – Add new nurse practitioner position.
9. Discussion of the Challenge Academy.
10. Discussion on replacement of retiring Corporation Counsel
11. Discuss upcoming department head performance reviews.
12. Presentation of correspondence and legislative issues or referrals and recognition of Legislators who may be present.
  - a. Report of Citizens Water Group.
13. Review County Board Rules.
14. Attendance at meetings.
15. Consideration of agenda items for next meeting.
16. Set date and time of next meeting – Friday, November 1, 2024 – 9:00 AM.
17. Adjourn.

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**Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 2498 860 8295

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m04d14e3bc1e01f8cdcafe02a1b2e04a8>

Meeting number (access code): 2498 860 8295

Meeting password: 100424

**MINUTES**  
**JUDICIAL & LEGISLATIVE COMMITTEE**

**DATE:** Friday, September 6, 2024

**TIME:** 9:00 AM

**PLACE:** Courthouse – Room 114

**MEMBERS PRESENT:** Bill Clendenning, Bill Leichtnam (WebEx), William Voight, Russ Perlock, Tim Hovendick

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

1. Chairman Clendenning called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Voight/Hovendick to approve the minutes of the August 1, 2024, meeting, as presented. Motion carried unanimously.
4. The claims of LSGT Services, LLC d/b/a Coinhub, Central Wisconsin Auto Parts, Inc., Rebecca Mroczenski, and Summer Johns were reviewed. Motion by Clendenning/Voight to deny the claim of Rebecca Mroczenski. Motion carried unanimously. The claims will be forwarded to the county board.
5. The dog claim from Castlerock Veterinary Hospital was reviewed. Motion by Hovendick/Perlock to pay \$90.40 of this claim (rabies checks only). Motion carried unanimously.
6. The vouchers and reports from the departments the committee oversees were reviewed. Motion by Voight/Hovendick to approve them as presented. Motion carried unanimously.
7. Criminal Justice Coordinator Saylor requested out-of-state travel approval to attend a conference being conducted in Nevada from Sept. 24-25, 2024, relating to a program that office oversees. Motion by Hovendick/Perlock to approve the out-of-state travel request as presented. Motion carried unanimously.
8. Saylor requested to add a paid social work intern to her office to assist the case manager in their duties. The cost, completely covered by grant funding, would be \$15.00/hour for no more than 400 hours. Motion by Clendenning/Hovendick to approve the internship as presented. Motion carried unanimously.
9. The budgets were presented for all of the departments the committee oversees by those listed below, which variances explained. The motion to approve them as presented and forward to the Operations Committee for their consideration was made

and seconded by those supervisors listed succeeding the departments listed below. All motions carried unanimously.

- a. District Attorney – Craig Lambert – (Leichtnam/Hovendick)
- b. Victim Witness – Alicia Parenteau – (Leichtnam/Perlock)
- c. Branch 1, 2, 3, 4 – Janel Tepp & Kayla Clark – (Voight/Hovendick)
- d. Child Support – Brent Vruwink – (Hovendick/Perlock)
- e. Clerk of Courts – Kimberly Stimac – (Voight/Perlock)
- f. Corp Counsel – Peter Kastenholz – (Voight/Hovendick)
- g. Criminal Justice – Caitlin Saylor – (Clendenning/Hovendick)
- h. Register in Probate – Tara Jensen – (Clendenning/Perlock)
- i. Register of Deeds – Tiffany Ringer – (Perlock/Hovendick)

10. Supervisor Leichtnam provided a report of the Citizens Water Group meeting recently held as well as ideas for upcoming meetings.

11. The next meeting will be held on Friday, October 4<sup>th</sup> at 9:00 AM.

12. Chairman Clendenning declared the meeting adjourned at 9:51 AM.

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

**Judicial & Legislative Committee  
September 6, 2024**

NAME	REPRESENTING
Alicia Parenteau	Victim Witness
Tom Howaduck	WCBAS
ED Newton	FINANCE
Panyuyang	
Russ Perlock	WCB #4
Jeffery Ringer	ROD
Kim Stimac	C.O.C.
Tara Jensen	PROBATE
Peter Restaboli	Corp. Counsel
Kayla Clark	branch 3
Janet Tipp	Branch 1
Caitlin Sawyer	CRIMINAL JUSTICE
Brent Vreeman	CSA
Lambert	D.A.
Amy Paup (Web Ex)	IT

## Committee Report

County of Wood

Report of claims for: BRANCH 1

For the period of: SEPTEMBER 2024

For the range of vouchers: 03240036 - 03240050

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
03240036	SWITS LTD	INTERPRETER SERVICES	08/30/2024	\$248.00	P
03240037	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	08/29/2024	\$31.86	P
03240038	SCHREIBER NICOLE	TRANSCRIPTS 24CM148	09/12/2024	\$9.36	
03240039	SCHREIBER NICOLE	TRANSCRIPTS 23CF323	09/12/2024	\$9.36	
03240040	SCHREIBER NICOLE	TRANSCRIPTS 23CF363	09/12/2024	\$11.36	
03240041	SCHREIBER NICOLE	TRANSCRIPTS 24CF65	09/13/2024	\$11.36	
03240042	SCHREIBER NICOLE	TRANSCRIPTS 24CF67	09/13/2024	\$13.36	
03240043	SCHREIBER NICOLE	TRANSCRIPTS 23CF45	09/16/2024	\$13.36	
03240044	SCHREIBER NICOLE	TRANSCRIPTS 23CM602 24CM59	09/16/2024	\$16.36	
03240045	SCHREIBER NICOLE	TRANSCRIPTS 23CF469	09/16/2024	\$13.36	
03240046	SCHREIBER NICOLE	TRANSCRIPTS 23CF441 23CF527	09/16/2024	\$18.86	
03240047	SCHREIBER NICOLE	TRANSCRIPTS 22CF438	09/16/2024	\$15.36	
03240048	SCHREIBER NICOLE	TRANSCRIPTS 22CF109	09/16/2024	\$13.36	
03240049	SCHREIBER NICOLE	TRANSCRIPTS 23CF307	09/18/2024	\$11.36	
03240050	SCHREIBER NICOLE	TRANSCRIPTS 21CF231	09/18/2024	\$9.36	
<b>Grand Total:</b>				<b>\$446.04</b>	

### Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Committee Report

County of Wood

Report of claims for: BRANCH 2

For the period of: SEPTEMBER 2024

For the range of vouchers: 04240021 - 04240023

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
04240021	SWITS LTD	INTERPRETER FEES	07/29/2024	\$225.00	P
04240022	SWITS LTD	INTERPRETER FEES	08/30/2024	\$340.50	P
04240023	RHYME (Portage)	TONER	09/04/2024	\$239.78	
<b>Grand Total:</b>				<b>\$805.28</b>	

## Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Committee Report

County of Wood

Report of claims for: BRANCH 3

For the period of: SEPTEMBER 2024

For the range of vouchers: 05240043 - 05240044

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
05240043	SWITS LTD	INTERPRETER 09FA236 24CT283	08/30/2024	\$233.50	P
05240044	STATE BAR OF WISCONSIN	JUDICIAL BENCHBOOK UPDATES	09/11/2024	\$96.12	P
<b>Grand Total:</b>				<b>\$329.62</b>	

## Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Committee Report

County of Wood

Report of claims for: BRANCH 4

For the period of: SEPTEMBER 2024

For the range of vouchers: 34240026 - 34240027

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34240026	SWITS LTD	INTERPRETER 24CM46 24GF941	06/24/2024	\$225.00	P
34240027	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/23/2024	\$51.40	
<b>Grand Total:</b>				<b>\$276.40</b>	

## Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Committee Report

County of Wood

Report of claims for: CHILD SUPPORT AGENCY

For the period of: 09/2024

For the range of vouchers: 02240070 - 02240077

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
02240070	WCSEA	WCSEA CONF-REG. FEES-3 STAFF	09/04/2024	\$435.00	P
02240071	WI DEPT OF ADMINISTRATION	CSA/DHSS-SHARED ROUTER COSTS	09/04/2024	\$50.00	P
02240072	CW SOLUTIONS LLC	ELEVATE & A/V PROGRAM COSTS	09/24/2024	\$10,633.79	
02240073	DNA DIAGNOSTICS CENTER INC	27-GENETIC TESTS	09/24/2024	\$702.00	
02240074	LEGAL LOGISTICS LLC	15-PROCESS OF SERVICE FEES	09/24/2024	\$1,360.00	
02240075	MUNRO WAYNE	5-PROCESS OF SERVICE FEES	09/24/2024	\$250.00	
02240076	SWITS LTD	INTEPRETER FEES	09/24/2024	\$64.00	
02240077	WI DEPT OF ADMINISTRATION	CSA/DHSS SHARED ROUTER COSTS	09/24/2024	\$50.00	
<b>Grand Total:</b>				<b>\$13,544.79</b>	

## Signatures

Committee Chair: \_\_\_\_\_  
Committee Member: \_\_\_\_\_  
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## Committee Report

County of Wood

Report of claims for: Clerk of Circuit Court

For the period of: September 2024

For the range of vouchers: 07240708 - 07240777

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07240708	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CF269	08/28/2024	\$1,203.19	P
07240709	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM70	08/30/2024	\$759.00	P
07240710	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 23ME34	08/29/2024	\$845.00	P
07240711	GORSKI & WITTMAN SC	Atty Fee 24GN40	08/31/2024	\$473.55	P
07240712	GORSKI & WITTMAN SC	Atty Fee 24GN50	08/31/2024	\$663.55	P
07240713	MARSHFIELD CLINIC HEALTH SYSTEM	Med Exam 24GN50	08/09/2024	\$980.00	P
07240714	WEILAND LEGAL SERVICES	Atty Fee 18GN85	08/28/2024	\$110.00	P
07240715	WEILAND LEGAL SERVICES	Atty Fee 24GN46	09/02/2024	\$240.00	P
07240716	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24JC47 OHP	08/30/2024	\$280.00	P
07240717	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CF189	09/05/2024	\$795.54	P
07240718	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM61	09/05/2024	\$756.07	P
07240719	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 22JC91 IHP	09/09/2024	\$350.00	P
07240720	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24GN61	08/29/2024	\$500.00	P
07240721	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 23ME48	09/04/2024	\$570.00	P
07240722	BEHAVIORAL CONSULTANTS	Med Exam 21CF16	08/28/2024	\$1,593.75	P
07240723	CENTRAL WI COMMUNITY LAW INC	Atty Fee 24CF236	09/05/2024	\$1,553.09	P
07240724	DIAMOND BUSINESS GRAPHICS	Printing	08/06/2024	\$656.10	P
07240725	FEDDICK-GOODWIN LAW OFFICE SC	Atty Fee 17GN38	09/04/2024	\$460.00	P
07240726	GORSKI & WITTMAN SC	Atty Fee 21GN75	09/03/2024	\$130.00	P
07240727	KRYSHAK LAW LLC	23CF732	08/21/2024	\$1,847.91	P
07240728	MARK D LAWTON SC	Atty Fee 06GN07	09/06/2024	\$200.00	P
07240729	PROFESSIONAL INTERPRETING ENTERPRISE	Interpreter Services 24FA172	08/22/2024	\$643.75	P
07240730	RUFFALO LAW LLC	Atty Fee 24CV355, 356	09/05/2024	\$340.00	P
07240731	SIEWERT JEFFREY J ATTORNEY	Atty Fee 03GN27	09/06/2024	\$242.00	P
07240732	SWITS LTD	Interpreter Service 24PA07 & 23FA207	05/17/2024	\$225.00	P
07240733	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	August 2024 People Serach	09/01/2024	\$75.00	P
07240734	WEILAND LEGAL SERVICES	Atty Fee 19GN86	08/28/2024	\$220.00	P
07240735	AMAZON CAPITAL SERVICES	Office Supplies	08/29/2024	\$6.89	P
07240736	AMAZON CAPITAL SERVICES	Office Supplies	09/07/2024	\$23.28	P
07240737	AMAZON CAPITAL SERVICES	Office Supplies	09/10/2024	\$19.47	P
07240738	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24JC48,49,50,51,52 OH	09/09/2024	\$300.00	P
07240739	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23CT437	09/13/2024	\$742.64	P

Committee Report - County of Wood

Clerk of Circuit Court - September 2024

07240708 - 07240777

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07240740	ALTMANN LAVERN	Condemnation Commission Mtg	09/13/2024	\$39.21	P
07240741	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 21ME39	09/10/2024	\$570.00	P
07240742	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam 24ME177	09/12/2024	\$570.00	P
07240743	ANDREAS ASSOCIATES LLC	Med Exam 23CF363	08/08/2024	\$5,000.00	P
07240744	BENDER RICHARD	Condemnation Commission Mtg	09/18/2024	\$25.00	P
07240745	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 24ME177	09/12/2024	\$845.00	P
07240746	HOEL KARI S ATTY	Atty Fee 05GN93	08/28/2024	\$290.00	P
07240747	HOEL KARI S ATTY	Atty Fee 89GN215	09/13/2024	\$270.00	P
07240748	LEMKE CARL	Condemnation Commission Mtg	09/18/2024	\$25.00	P
07240749	LLOYD PETER C LLC	Atty Fee 21GN11	09/11/2024	\$600.00	P
07240750	MINCH KENNETH	Condemnation Commission Mtg	09/18/2024	\$25.00	P
07240751	PLIML LANCE	Condemnation Commission Mtg	09/18/2024	\$25.00	P
07240752	SHEETS LAW OFFICE	Atty Fee 23CF363	08/08/2024	\$8,206.22	P
07240753	WEILAND LEGAL SERVICES	Atty Fee 23CM389	09/10/2024	\$595.01	P
07240754	WEILAND LEGAL SERVICES	Atty Fee 20GN64	09/13/2024	\$190.00	P
07240755	WEILAND LEGAL SERVICES	Atty Fee 23GN65	09/11/2024	\$110.00	P
07240756	STIMAC KIMBERLY	Condemnation Commission Mtg	09/18/2024	\$25.00	P
07240757	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 15GN42	09/04/2024	\$260.00	P
07240758	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CT182	09/05/2024	\$595.01	P
07240759	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 23JC48, 23JC49 OHP	09/17/2024	\$260.00	P
07240760	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM116	09/20/2024	\$782.90	P
07240761	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM286	09/20/2024	\$492.64	P
07240762	ABTS GRUBOFSKI & VRUWINK LLC	Atty Fee 24CM215	09/20/2024	\$694.75	P
07240763	BOETTCHER AMY J	September Mediation Services	09/25/2024	\$75.00	P
07240764	CARMICHAEL & QUARTEMONT S C	Atty Fee 18GN64	08/31/2024	\$240.00	P
07240765	CARMICHAEL & QUARTEMONT S C	Atty Fee 13GN57	08/31/2024	\$235.00	P
07240766	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam 24ME180	09/19/2024	\$845.00	P
07240767	GORSKI & WITTMAN SC	September Mediation Services	09/25/2024	\$1,150.00	P
07240768	JOYFUL MIND LLC THE	Med Exam 16GN18	09/25/2024	\$334.30	P
07240769	KRYSHAK LAW LLC	Atty Fee 24TP22 IHP	08/26/2024	\$200.00	P
07240770	LLOYD PETER C LLC	Attorney Fee 24JC54 IHP	09/11/2024	\$260.00	P
07240771	LLOYD PETER C LLC	Att Fee 24TP22 IHP	09/11/2024	\$320.00	P
07240772	WCCCA	2024 FALL WCCCA Conference	09/23/2024	\$155.00	P
07240773	WEILAND LEGAL SERVICES	Atty Fee 23GN31	09/18/2024	\$170.00	P
07240774	WEILAND LUKE A ATTORNEY AT LAW LLC	Atty Fee 18FA181	08/31/2024	\$645.00	P
07240775	WEST PAYMENT CENTER	Sept Law Library Publication	09/01/2024	\$1,885.59	P
07240776	AMAZON CAPITAL SERVICES	Office Supplies	09/19/2024	\$26.94	P
07240777	WEYMOUTH RICHARD D	FCC Services for September	09/25/2024	\$5,833.33	P
<b>Grand Total:</b>				<b>\$50,675.68</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Committee Report

County of Wood

Report of claims for: Corporation Counsel

For the period of: September 2024

For the range of vouchers: 09240034 - 09240035

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
09240034	STATE BAR OF WISCONSIN	Evidence Handbook	09/11/2024	\$91.10	
09240035	AMAZON CAPITAL SERVICES	Office Supplies	09/18/2024	(\$13.99)	
<b>Grand Total:</b>				<b>\$77.11</b>	

## Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Committee Report

County of Wood

Report of claims for: CRIMINAL JUSTICE COORDINATOR

For the period of: SEPTEMBER 2024

For the range of vouchers: 35240071 - 35240079

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
35240071	AMAZON CAPITAL SERVICES	SUPPLIES	09/10/2024	\$33.48	P
35240072	AMAZON CAPITAL SERVICES	SUPPLIES	09/10/2024	\$6.89	P
35240073	ARBOR PLACE INC	ROOM & BOARD - G.W.	09/11/2024	\$2,828.00	P
35240074	AMAZON CAPITAL SERVICES	SUPPLIES	09/16/2024	\$1,043.14	P
35240075	MARY'S PLACE BOARDING HOUSE INC	HOUSING & PROGRAM FEES FOR F.K	09/17/2024	\$750.00	P
35240076	OPTIONS LAB INC	DRUG TESTING AUG 2024	08/31/2024	\$5,117.00	P
35240077	US BANK	GRANT EXPENSES, SUPPLIES	09/17/2024	\$4,644.95	
35240078	MARY'S PLACE BOARDING HOUSE INC	HOUSING FOR J.J.	09/23/2024	\$500.00	
35240079	MARY'S PLACE BOARDING HOUSE INC	HOUSING FOR P.M.	09/23/2024	\$500.00	
<b>Grand Total:</b>				<b>\$15,423.46</b>	

## Signatures

Committee Chair:

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Committee Member:

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# Committee Report

County of Wood

Report of claims for: REGISTER IN PROBATE

For the period of: SEPTEMBER 2024

For the range of vouchers: 33240012 - 33240015

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
33240012	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/07/2024	\$139.16	P
33240013	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/04/2024	\$71.78	P
33240014	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/16/2024	\$6.49	P
33240015	STAPLES ADVANTAGE	OFFICE SUPPLIES	09/05/2024	\$123.16	P
<b>Grand Total:</b>				<b>\$340.59</b>	

## Signatures

Committee Chair:

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Committee Member:

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# Committee Report

County of Wood

Report of claims for: VICTIM WITNESS

For the period of: SEPTEMBER 2024

For the range of vouchers: 32240007 - 32240007

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
32240007	AMAZON CAPITAL SERVICES	SUPPLIES	09/15/2024	\$65.89	
<b>Grand Total:</b>				<b>\$65.89</b>	

## Signatures

Committee Chair:

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# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

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**OCTOBER 2024**

**MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE**

Prepared by Child Support Director Brent Vruwink

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



# Wood County

WISCONSIN

*Kimberly A. Stimac*

CLERK OF  
CIRCUIT COURT

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October 2024

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

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

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

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

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



# Wood County

## WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholz*  
CORPORATION COUNSEL

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MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE  
September 2024

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



# Wood County

## WISCONSIN

REGISTER IN  
PROBATE

October 2024

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

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

Tara Jensen  
Register in Probate  
Probate Registrar

Karrie Moore  
Deputy Register in Probate  
Juvenile Clerk



# Wood County

## WISCONSIN

**REGISTER OF  
DEEDS OFFICE**

*Tiffany R. Ringer*  
Register of Deeds

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**OCTOBER 2024**

### **MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE**

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



# Wood County Opioid Remediation through use of Settlement Dollars

2024



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## All Applications Received

- Beyond the Shadows: Embracing Opioid Recovery and Resilience (Rise Up Central WI Inc)
- Employee Wellness Initiative (Wood County Sheriff's Department)
- First Responder and Frontline Workforce Training on Opioid Prevention and Harm Reduction (Mid-State Technical College)
- Gateways Opioid Target abatement Reduction Program (Gateways Counseling)
- Harm Reduction and Education for Domestic and Sexual Violence Survivors (Wisconsin Rapids Family Center)
- Juvenile Justice Ministries - Life Choices (Badgerland Youth for Christ)
- Kairos Care (Hannah Center)
- MACY's Possibility Project (MACY)
- Officer Mental Wellness (Marshfield Police Department)
- Rent Smart: Helping tenants find and keep safe, sober and affordable housing (UW-Madison Division of Extension)
- Three Bridges Recovery Wisconsin Inc Peer Support Recovery Project (Three Bridges)
- Wood County Medication Assisted Recovery Program (Wood County Criminal Justice)
- Vesper Prevention and Safety Project (Village of Vesper)
- Vivent Health Harm Reduction Project (Vivent Health)

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## Technical Review

**Vesper Prevention and Safety Project, Village of Vesper (requesting \$14,829.12)**

After consultation with Corporation Counsel, determined that request did not fall within list of approved uses.

**Gateways Opioid Target Abatement Reduction Program, Gateways Counseling (requesting \$100,000.00)**

WCA legal counsel, Andy Phillips, advised that we are not allowed to use settlement funds to pay for staff salaries in for-profit agencies.. Requested but did not receive a revised budget.

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**\$555,567.54 Available**

**\$497,448.86 Requested**

**\$453,619.74 Recommended for funding**

Vivent Health Harm Reduction Project, Vivent Health	\$36,874.74	Employee Wellness Initiative, Wood County Sheriff's Department	\$32,020.00
First Responder and Frontline Workforce Training on Opioid Prevention and Harm Reduction, Mid-State Technical College	\$48,000.00	Three Bridges Recovery Wisconsin Inc Peer Support Recovery Project, Three Bridges Recovery Wisconsin Inc	\$54,320.00
Rent Smart: Helping tenants find and keep safe, sober, and affordable housing, UW-Madison Division of Extension	\$2,455.00	Juvenile Justice Ministries - Life Choices, Badgerland Youth for Christ	\$20,000.00
Harm Reduction and Education for Domestic and Sexual Violence, Wisconsin Rapids Family Center	\$50,000.00	Beyond the shadows: Embracing Opioid Recovery and Resilience, Rise Up Central WI Inc	\$29,000.00
Kairos Care, Hannah Center	\$75,000.00	Vesper Prevention and Safety Project, Village of Vesper	\$14,829.12
MACY's Possibility Project, Marshfield Area Coalition for Youth	\$61,950.00	Officer Mental Wellness, Marshfield Police Department	\$12,500.00
Wood County Medication Assisted Recovery Program, Wood County Criminal Justice	\$60,500.00		

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## Gateways Opioid Target Abatement Reduction Program (Gateways Counseling)

**Project Overview:** This funding will allow us to reinstate Intensive outpatient and day treatment substance abuse and dual treatment programs insurance reimbursement does not allow us to facilitate targeting abatement of opioid use and transition and support counseling to continued sobriety.

**Total Request:** \$100,000

**Average Score:** Application Not Scored as we cannot fund salaries in for-profit agencies

### Exhibit E Approved Use of Funding:

Core Strategy: Fund warm hand-off programs and recovery services

Other Approved Uses: Treatment: Treat Opioid Use Disorder (OUD)

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## Vesper Prevention and Safety Project

**Project Overview:** The Vesper Prevention and Safety Project aims to enhance the safety and security of Vesper's public spaces by installing solar-powered light poles along the park's walking path, a light in the parking lot next to the dog park, tennis, and basketball courts. Additionally, security cameras and signage will be added to deter illicit activities and ensure that these areas are well-monitored. These improvements will create a safer, more welcoming environment for residents and visitors, encouraging greater use of the park and recreation facilities. The project supports community well-being by providing secure spaces for recreation, promoting physical activity, and fostering a sense of community. Through these efforts, the village of Vesper is proactively addressing public safety concerns and contributing to a healthier, more vibrant community.

**Total Request:** \$14,829.12 Not approved use of settlement funds

**Average Score:** 12.00

**Exhibit E Approved Use of Funding:** (Core Strategy) G. Prevention Programs; (Other) Part 2: Prevention: G. Prevention the Misuse of Opioids; H. Prevent Overdose Deaths and Other Harms (Harm Reduction)

Application did not describe strategies from these categories that would be considered an approved use of Opioid Settlement Funds.

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## Vivent Health Harm Reduction Project

**Project Overview:** Vivent Health will provide harm reduction services in collaboration with the Wood County Health Department. The funding will support LifePoint syringe access services which provide distribution of sterile syringes, intramuscular naloxone, xylazine test strips to people who use drugs. All harm reduction encounters also include education and conversations around safer use practices, overdose prevention trainings, and referrals to services for treatment or other care. Vivent Health has collaborated with the Wood County Health Department and has provided LifePoint services since June 2023. As an expansion of current harm reduction services in Wood County, Vivent Health will offer free mail order based harm reduction supplies to any resident of the county. In order to evaluate the program and client access to community resources, Vivent Health will conduct two focus groups with people who are actively using drugs in Wood County.

**Total Request:** \$36,874.74

**Average Score:** 17.67

**Exhibit E Approved Use of Funding:** (Core): H. Expand Syringe Service Programs; (Other) Part 2: Prevention: H. Prevent overdose deaths and other harms (harm reduction)

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## First Responder and Frontline Workforce Training on Opioid Prevention and Harm Reduction, Mid-State Technical College

**Project Overview:** Mid-State Technical College will use funds to offer training to current students and incumbent workers in first responder roles and service industries. They will learn strategies around harm reduction and prevention as it relates to the work they do. This includes specialized training for law enforcement, public safety, healthcare, and the service industry. This will also include training for Mid-State faculty members and K-12 teachers in Wood County. We will also offer training to the general population, offering awareness and resources so they can work to prevent opioid dependency in our community. To sustain this initiative, Mid-State will record the training sessions as appropriate and incorporate them into the curriculum used by the program faculty. Through these funds, Mid-State will reach 275 students and community members in Wood County, further raising awareness to prevent opioid dependency, and further reducing the harm that results from increased addiction.

**Total Request:** \$48,000.00

**Average Score:** 17.25

**Exhibit E Approved Use of Funding:** (Core) G. Prevention Programs; (Other) Part 2: Prevention: H. Prevent overdose deaths and other harms (harm reduction); Part 3: Other Strategies: I. First Responders

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### **Rent Smart: Helping tenants find and keep safe, sober, and affordable housing, UW-Madison Division of Extension**

**Project Overview:** Rent Smart focuses on the knowledge and skills essential for a successful renting experience. It challenges participants to know and understand their rights and responsibilities as a tenant, as well as the rights and responsibilities of their landlord. Wood County Extension has been offering Rent Smart in the Wood County jail since 2022. In 2024, an effort was made to increase referrals from recovery coaches and community partners working with folks in recovery looking for safe and sober housing. With the completion of the new jail in 2025 Extension would like to expand its offerings and increase the community partnerships to continue to support safe and sober housing for individuals in recovery who face barriers to obtaining housing. This project request is to provide educational materials for the Rent Smart and WeCOPE curricula to support safe and sober housing and skills to encourage a healthy environment to support recovery.

**Total Request:** \$2,455.00

**Average Score:** 17.00

**Exhibit E Approved Use of Funding:** (Core) E. Expansion of warm hand-off programs and recovery services

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### **Harm Reduction and Education for Domestic and Sexual Violence, Wisconsin Rapids Family Center**

**Project Overview:** The Wisconsin Rapids Family Center (WRFC) will utilize this grant funding to continue and enhance harm reduction and harm reduction education to survivors of domestic and sexual violence, including age-appropriate education to children who have experienced or witnessed abuse. Shelter staff, as well as Advocates, will continue harm reduction with sheltered clients and increase education and focus on positive coping skills. Throughout this grant period, WRFC will provide referral and warm hand off services to recovery services. WRFC will invite local recovery services, such as Three Bridges Recovery, to the organization to present an overview of their services and host on site office hours to reduce the safety and transportation barriers for victims. Additionally, staff will work to create and conduct trainings for community agencies, coalitions and partners on the correlation between domestic and sexual violence and drug use to increase community awareness and reduce stigma.

**Total Request:** \$50,000.00

**Average Score:** 16.67

**Exhibit E Approved Use of Funding:** (Core) E. Expand harm reduction programs and recovery services; G. Prevention Programs; (Other) Part 1: Treatment: C. Connect people who need help to the help they need (connections to care); B. Support People in Treatment and Recovery; Part 2: Prevention; and Part 3: Other Strategies: K. Training

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## Kairos Care, Hannah Center

**Project Overview:** Kairos Care Hannah Center offers an Individual Goal Based Program for nonresidential women in crisis. Each client receives individualized care which focuses on setting and achieving long and short-term goals through guided support, advocacy, referrals, Life Skills Classes, and more. This program will assist each woman as she works to create lasting positive changes in her life as well as the lives of her children, setting them up for a happy and healthy future. Being an individualized program, the length of Kairos Care is based upon each woman's progress and achievement of her goals. There is an intake process for acceptance into this program.

**Total Request:** \$75,000.00

**Average Score:** 16.67

**Exhibit E Approved Use of Funding:** (Core) E. Expansion of warm hand-off programs and recovery services; (Other) Part 1: Treatment: C. Connect people who need help to the help they need (connections to care)

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## MACY's Possibility Project, Marshfield Area Coalition for Youth

**Project Overview:** Research shows that delaying the onset of youth substance use is one of the most important factors in combating the opioid epidemic. Effective prevention identifies risk and protective factors present in the community and develops data-driven strategies to reduce risks and increase protection. MACY is proposing to build upon the science that identifies "the most effective programs are those that adopt social competency and social influence approaches... such as...normalizing delaying or never initiating substance use." <https://www.naco.org/resource/osc-youth-prevention> The Possibility Project will leverage existing MACY initiatives, including the Drug Task Force, Mental Health Task Force, and the Marshfield and Columbus Leadership Alliance to create a movement that increases positive mental health and reduces access to alcohol, tobacco, opioids and other drugs while changing community norms and attitudes toward substance use. The initiative will achieve community level change through formal linkages with key community partners. The project will be evaluated to document impact.

**Total Request:** \$61,950.00

**Average Score:** 16.5

**Exhibit E Approved Use of Funding:** (Core) G. Prevention Programs; (Other) Part 3: Other Strategies: J. Leadership, planning and coordination

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### **Wood County Medication Assisted Recovery Program, Wood County Criminal Justice**

**Project Overview:** The Wood County Medication Assisted Recovery Program is a jail-based program that serves Wood County Jail inmates and aims to provide early intervention by providing screening for substance use disorders, medical and clinical treatment, peer recovery support, and medication for alcohol/opioid use disorder. Inmates are supported three months prior to jail discharge and three months post-release, with goals to reduce recidivism, overdose events, and connect individuals with resources in the community to increase treatment engagement and community health.

**Total Request:** \$60,500.00

**Average Score:** 16.33

**Exhibit E Approved Use of Funding:** (Core) F. Treatment for Incarcerated Population; E. Expansion of warm hand-off programs and recovery services; (Other) Part 1: Treatment: D. Address the needs of criminal justice-involved persons

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### **Employee Wellness Initiative, Wood County Sheriff's Department**

**Project Overview:** A priority of the Wood County Sheriff's Department is employee wellness and initiatives to ensure staff are addressing the demands of the criminal justice system in a healthy way. Many employees are impacted by secondary trauma associated with opioid-related emergencies. The wellness of employees directly affects the services provided to the community. It is imperative to provide quality services to the citizens as well as the many stakeholders impacted by the Wood County Sheriff's Department. It is our goal to continue improving resources available to employees for their overall wellness. Some of the resources currently available are Peer-to-Peer Support, a Chaplain program and a mental health officer. Our goal is to implement wellness visits with a qualified Mental Health Provider so employees are able to discuss their emotions and concerns in a healthy way. We also aim to provide a secluded area to provide employees the opportunity to meet confidentially.

**Total Request:** \$32,020.00

**Average Score:** 15.83

**Exhibit E Approved Use of Funding:** (Other) Part 3: Other Strategies: I. First responders

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**Three Bridges Recovery Wisconsin Inc Peer Support Recovery Project, Three Bridges Recovery Wisconsin Inc**

**Project Overview:** Three Bridges Recovery Wisconsin Inc (TBR) Peer Support Recovery Project will utilize community presentations, community outreach, CCAR recovery coach academy and training of our coaches to reduce stigma within the community by attending events and hosting presentations, training 20 individuals in the CCAR recovery coach academy, along with acquiring further education for our coaches to keep up to date regarding substance use disorder (SUD).

**Total Request:** \$54,320.00

**Average Score:** 15.67

**Exhibit E Approved Use of Funding:** (Core) E. Expansion of warm hand-off programs and recovery services; A. Broaden access to naloxone; G. Prevention Programs; (Other) Part 1: Treatment: B. Support people in Treatment and Recovery; C. Connect People who Need Help to the Help they Need (Connections to Care); Part 2: Prevention: G. Prevention of opioid misuse; H. Prevent Overdose Deaths and Other Harms (Harm Reduction); Part 3: Other Strategies: K. Training

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**Juvenile Justice Ministries - Life Choices, Badgerland Youth for Christ**

**Project Overview:** Through several strategic outreach and preventative initiatives, JJM- Life choices will strive to educate, support, and mentor students who are suffering the ill-effects of substance abuse or are at risk for becoming involved with harmful substances, to help prevent and overcome addictions and harmful substance behaviors.

**Total Request:** \$20,000.00

**Average Score:** 14.92

**Exhibit E Approved Use of Funding:** (Core) G. Prevention Programs; (Other) Part 2: Prevention: G. Prevent misuse of opioids; Part 1: Treatment: B. Support people in Treatment and Recovery

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## Officer Mental Wellness, Marshfield Police Department

**Project Overview:** This project would allow Marshfield Police Department to contract with Ascent Consulting, LLC and allow an on-site Licensed Professional Counselor to meet with staff members to assess them on Mental Health/Officer Wellness, Critical Incident Stress Debriefing, Relationship Concerns, Resilience Training, and Crisis Communications.

Total Request: \$12,500.00

Average Score: 11.00

Exhibit E Approved Use of Funding: (Other) Part 3: Other Strategies: I. First Responders

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## Beyond the shadows: Embracing Opioid Recovery and Resilience, Rise Up

**Project Overview:** In collaboration with Wood County Human Services (Youth Diversion) and Three Bridges Recovery, Rise Up would like to head a mural project with impact in Wisconsin Rapids. We would like this project to be an education and stigma reduction campaign to fight Opioid abuse but also educate on recovery. This mural project will host an artist to express through mural mediums what it's like in recovery to reduce stigma.

**The task force does not recommend this for funding. Rationale is that they do not have an approved site for the mural project. The task force also felt this was a high fiscal request for this type of project and funds would be better used in other areas.**

Total Request: \$29,000.00 **NOT RECOMMENDED FOR FUNDING**

Average Score: 13.83

Exhibit E Approved Use of Funding: (Core) G. Enrich prevention strategies; (Other) Part 1: Treatment: B. Support people in Treatment and Recovery

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## Webpage Development, Process Timeline, MOUS

1. Webpage Development
  - a. Transparent process
  - a. Provide info for future applicants
1. Process and timeline for funding notification and release of fund
2. MOUs with organization; Corp Counsel and Public Health Manager

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## Debrief about the process

We conducted a hotwash with the task force at the end of the meeting and developed ideas to improve the process in the future. Examples:

- Have applications available on the website for easier access
- Develop a budget template to better assess what funds will be used for and avoid vague responses

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## Next Steps

- Review with Wood Counth HHSC and Opertions Committees (approval)
- Review with Wood County Judicial and Legislative Committee and Public Safety Committee (informational)
- Notify agencies and complete contracts and payments
- Press Release highlighting funded organizations/projects
- Discuss when to conduct another cycle of funding opportunities