

# Richland County

HHS & Veterans Standing Committee

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November 7, 2022

## NOTICE OF MEETING

Please be advised that the Richland County Health and Human Services & Veterans Standing Committee will convene at **9:30 a.m., Thursday, November 10, 2022** in the Richland County Board Room of the Courthouse at 181 W. Seminary Street, Richland Center, WI and via videoconference and teleconference using the following information:

**WebEx access and meeting documents can be found at:**

<https://administrator.co.richland.wi.us/minutes/hhs-and-veterans/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or [barbara.scott@co.richland.wi.us](mailto:barbara.scott@co.richland.wi.us) (email), or HHS & Veterans Standing Committee Chair Ingrid Glasbrenner at 608-604-5086 or [ingrid.glasbrenner@co.richland.wi.us](mailto:ingrid.glasbrenner@co.richland.wi.us) (email).

### Agenda:

1. Call to Order
2. Pledge of Allegiance
3. Proof of Notification
4. Approve Agenda
5. Approve Previous Meeting Minutes
6. Public Comment

### **VETERANS SERVICE OFFICE**

#### Action Items:

7. 2022 VSO Budget Summary

#### Administrative Report:

8. Veterans Services Officer, Karen Knock
9. Monthly Visitor Log Report

### **HEALTH & HUMAN SERVICES**

#### Consent Items:

10. HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000)
11. 2022 HHS Budget Summary & Richland County Placement Report
12. 2022 HHS Contract Monitoring Report

#### Action Items:

13. Approve HHS Contracts, Agreements, and Amendments
  - a. 2022 New & Amended Contracts
  - b. 2023 Contracts < \$50,000
  - c. 2023 Agreements < \$10,000
  - d. 2023 Memorandums of Understanding (MOU)

14. Approve 2023 Vehicle Lease Agreement and Memorandum of Understanding

- BOH*
15. Approve Dissolution of Resolution #21-63 Recommending Masks in County Owned Buildings
  16. Approve Mental Health Therapist Reclassification
  17. Approve Updates to the Community Services Building Signage

#### Administrative Report:

18. Director, Tricia Clements

#### Personnel:

19. HHS Personnel Updates

#### Closing:

20. Future agenda items

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### 21. Adjournment

*BOH Board of Health Agenda Item: Per the Richland County Board Body Structure, the two citizen-veteran members are non-voting members for items specific to the Board of Health.*

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Finance and Personnel Committee.

CC:	Committee Members	DHS Southern Regional Office –Larissa Tomczak
	WRCO Broadcasting	DCF Southern Regional Office –Wendean Marsh
	Richland Observer	DPH Southern Regional Office – Joseph Larson
	Valley Sentinel	Greater WI Agency on Aging Resources, Inc.
	Wisconsin Public Radio	Dr. Neil Bard
	County Clerk	Department Heads
	County Administrator	County Board Supervisors
	Courthouse Bulletin Board	

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October 13, 2022

The Richland County Health and Human Services & Veterans Committee convened on Thursday, October 13, 2022, in the County Board room at 181 W. Seminary Street, in person, via videoconference and teleconference.

Committee members present included Kerry Severson, Francis Braithwaite, Lee Van Landuyt, Ingrid Glasbrenner, Tim Gottschall, Donald Seep, Danielle Rudersdorf, and Dr. Jerel Berres.

Department heads, staff, and public present were Roxanne Klubertanz-Gerber, Karen Knock, Trisha Clements, Angie Rizner, Meghan Rohn, Jaymie Bruckner, Stephanie Ronnfeldt, Clint Langreck, Tanya Webster, Bill Anderson, Bud Decot, Mary Decot, Gail Surrem, Georgette White, Jack Bauler, Sandra Kramer, Sheila Melby, Becky Dahl, Larry Engel, Sue Stibbe, Arthur Stibbe, Dave Bee, Mary Freeman, Pam Kolberg, Elaine Grein, and Troy Rinehart. Sharon Pasold, Briana Turk, Teresa Nundahl, Darek Kalish Jessica Tisdale, Tammy Wheelock, Cheryl Dull, and Barbara Scott logged in by WebEx. John Couey was present from MIS running the teleconferencing.

Not Present: Ken Rynes and Cindy Chicker.

### Agenda:

1. **Call to order:** Committee Chair Ingrid Glasbrenner called the meeting to order at 9:31 a.m.
2. **Pledge of Allegiance:** Lee Van Landuyt led the Pledge of Allegiance.
3. **Proof of notification:** Chair Ingrid Glasbrenner verified that the meeting had been properly posted.
4. **Approve Agenda:** Motion by Tim Gottschall, seconded by Francis Braithwaite to approve the agenda and proper posting. Motion Carried.
5. **Approve Previous Meeting Minutes:** Motion by Kerry Severson, seconded by Dr. Jerel Berres to approve the September 29, 2022 Health & Human Services & Veterans Standing Committee minutes. Motion carried.
6. **Public Comment:** Pam Kolberg, Sandra Kramer, Becky Dahl, Larry Engel, Marg Freeman, and Bill Anderson provided public comments regarding Veteran Services Office operations, services offered by the Veterans Services Office, Health and Human Services, the Aging and Disability Resource Center, and the Senior Nutrition Program, as well as impacts the proposed reductions may have on all of these services. Ingrid Glasbrenner read a letter that was submitted by Marilyn Reinhardt, who was unable to attend the meeting.
7. **Review & Discuss HHS Staffing Levels:** Further clarification and review was requested by the Richland County Referendum Ad Hoc Committee regarding staffing levels at Health and Human Services since current staffing levels, positions that are on hold, and the practice for filling county positions were not properly understood or reflected in the County Administrator's tracking sheet.

Tricia Clements explained there are 13 positions within Health and Human Services that have been vacant for more than a year and proposed that these positions not be filled in the future without approval from the Finance & Personnel Committee, as well as the County Administrator. When these positions are removed, the number of full-time County Staff, full-time leased staff and part-time leased staff drops to 69 employees. Tricia Clements requested that the Richland County Ad Hoc Committee adjust these numbers in their public education materials.

A review of the Behavioral Health Unit within Health and Human Services was provided. There are currently 20 positions within the Behavioral Health Unit overseeing 9 different programs including: Birth to 3, Children's Long Term Supports, Coordinated Services Team, Comprehensive Community Services, Outpatient Mental Health, Substance Abuse, Treatment Court, Adult Protective Services, and Crisis Services. Tricia Clements emphasized the importance of considering what programs and services are being provided when comparing staff levels to other counties. An updated tracking spreadsheet was also reviewed, outlining all positions at Health and Human Services. It was clarified that these positions would remain in place within the county

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structure, however authorization would be needed before they could be filled. Motion by Lee Van Landuyt, seconded by Timothy Gottschall to approve the elimination of the Occupational Therapist and Speech and Language Pathologist county positions, and add the requirement to submit a request to the County Administrator and Finance & Personnel Committee prior to filling the thirteen long-term vacant county positions identified, and forward the recommendation onto the Finance & Personnel Committee and County Board for approval. Motion carried.

Motion by Danielle Rudersdorf seconded by Kerry Severson to forward the updated staffing levels at Health & Human Services to the Richland County Referendum Ad Hoc Committee for public education information materials. Motion carried.

8. **Review & Discuss Possible Relocation of VSO to Community Services Building:** Trisha Clements reviewed services currently being provided to Veterans at Health and Human Services on a regular basis, ways current Health & Human Services staff can assist the Veteran Services Office, and HIPAA practices within the Community Services Building. It was noted that all Health & Human Services employees are HIPAA Compliance trained annually, and other measures could be implemented to maintain a separation between Veterans Records and/or the general public.
9. **Approve 2024-2027 Budget Levy Reductions per Resolution 22-96 Directive:** Ingrid Glasbrenner reviewed the directive given to the Health & Human Services and Veterans Standing Committee. Due to the Committee overseeing two different departments, a spreadsheet was created that outlined the total 2022 levy budget for each department, and the percentage of the total budgeted levy each department is allocated. Calculations were provided for the amount of cuts and/or increased revenues each department would need to make each year up to 2027. These calculations are based on the percentage of levy received by each department.

A number of documents that were reviewed and discussed at the last meeting, outlining the potential reduction lists and referendum recommendations for both the Veteran Services Office and Health & Human Services were reviewed again. Discussion was held regarding finalizing what recommendations should be forwarded on to the Finance and Personnel Committee, as well as items that would be recommended for referendum.

- a. **VSO Levy Reduction List & Referendum Recommendations:** A request made by Karen Knock that the Health & Human Services and Veterans Standing Committee consider placing the elimination of the Veterans Benefits Specialist position on the referendum and be funded through 2027 to allow further monitoring of the Veteran population. It was also requested that the Committee consider leaving the Veteran Services Office in the Courthouse.

The options for reductions in the Veteran Services office were reviewed and discussed in more detail, as well as which options should be recommended for referendum. Additional discussion was held regarding the potential delay of the Veterans Benefit Specialist position and how this impacts the appropriations of reductions each year between Health and Human Services and the Veteran Services Office leading up to 2027. It was highlighted that while delaying the elimination of this position would reduce the reductions planned for 2024, the reductions proposed by Health and Human Services exceeded the directed amount for 2024. Tricia Clements noted that when the list of reductions was proposed by Health & Human Services, it did not take into account any potential reductions from the Veteran Services Office. Donald Seep raised concerns with delaying the elimination of this position, and Kerry Severson asked for clarification regarding the different types of support that could and could not be offered by staff at Health & Human Services.

The elimination of the ETK Computer System utilized by the Veteran Services Office, and the provision of cemetery flag holders were discussed. Donald Seep raised concerns regarding the elimination of the ETK Computer System since it is an essential tool utilized by the office and provides efficiencies.

Motion by Donald Seep, seconded by Lee Van Landuyt approve the Veteran Benefit Specialist position expiring at the end of 2023 pending approval of the referendum. Further discussion was

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held regarding the position, accreditation requirements, and general operations of the Veteran Services Office. Discussion was held regarding delaying the elimination of the Veteran Benefit Specialist position until the end of 2024. A motion was made by Tim Gottschall, seconded by Danielle Rudersdorf to amend the current motion and approve the Veteran Benefit Specialist position expiring at the end of 2024 instead of 2023, pending approval of the referendum. Donald Seep voiced concerns that extending the Veteran Benefit Specialist position until 2024 will undermine the authority of the County Administrator. Tim Gottschall clarified that he is thankful for the recommendation made by Administrator Langreck and is favor of the path forward, however has concerns that one year may not be enough time to implement this change. Administrator Langreck noted that this item is still being recommended for referendum and therefore the decision will ultimately be determined by the people. Kerry Severson, Francis Braithwaite, Lee Van Landuyt, Ingrid Glasbrenner, Tim Gottschall, Danielle Rudersdorf, and Dr. Jerel Berres voted in favor of the motion. Donald Seep opposed the motion. Motion carried.

Further discussion was held regarding removing the elimination of the ETK Computer System and the provision of cemetery flag holders from the list of levy reductions from the Veteran Services Office. Motion by Donald Seep, seconded by Lee Van Landuyt to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented. A motion was made by Tim Gottschall to amend the motion to remove the provision of the cemetery grave holders, the elimination of the ETK Computer program contract, decreasing the commission per diem by \$750, and decreasing the commission on mileage by \$200 from the list of levy reductions from the Veteran Services Office. Discussion was held regarding the ability to still call an emergency meeting if needed. After clarification Tim Gottschall withdrew his motion to amend. Motion by Lee Van Landuyt, seconded by Tim Gottschall to postpone voting on the motion to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented until after the Health & Human Services levy reduction list is reviewed and discussed. Motion carried.

- b. HHS Levy Reduction List & Referendum Recommendations:** Trish reviewed the list of reduction items, including the elimination of 5 positions by 2027, and noted the items that should be included on the referendum. Trish explained that due to the elimination of additional ARPA funds, an additional \$20,000 of levy is being requested for 2025 to assist with funding the Senior Nutrition Program. Trisha Clements also discussed moving the Senior Nutrition Program from the Public Health Unit to the Aging and Disability Resource Center.

Trisha Clements explained that when the list of reductions was created, reductions from the Veteran Services Office and the potential for additional revenues were not taken into consideration. Ingrid Glasbrenner questioned if there are any changes that would be suggested based on the motions that have already been made. Trisha Clements noted she would remove the elimination of the Treatment Court position or Community Services Team Coordinator from the list of proposed reductions. Background was given on both the Treatment Court and Community Services Programs, and required matches.

*Donald Seep and Danielle Rudersdorf left the meeting.*

Motion by Tim Gottschall, seconded by Dr. Jerel Berres to accept the list of referendum items as well as the itemized list of levy reductions for Health & Human Services, with the exception of the elimination of Community Services team programming. Motion passed.

### VETERANS SERVICE OFFICE

#### Action Items:

- 10. 2022 VSO Budget Summary:** Agenda item not discussed.

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## Administrative Report:

**11. Veterans Services Officer, Karen Knock:** Agenda item not discussed.

**12. Monthly Visitor Log Report:** Agenda item not discussed.

## HEALTH & HUMAN SERVICES

### Consent Items:

**13. HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000):** Agenda item not discussed.

**14. 2022 HHS Budget Summary & Richland County Placement Report:** Agenda item not discussed.

**15. 2022 HHS Contract Monitoring Report:** Agenda item not discussed.

### Action Items:

**16. Approve HHS Contracts, Agreements, and Amendments:**

RICHLAND COUNTY HEALTH AND HUMAN SERVICES		
2022 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-13-2022)		
NORTHWEST COUNSELING & GUIDANCE CLINIC	Due to an increased need for crisis intervention services for individuals being served by the Behavioral Health Services Unit. (Menomonie)	<i>Original Contract Amount:</i> <b>\$80,000</b>  To a total amount not to exceed <b>\$90,000</b>

Motion by Kerry Severson, seconded by Tim Gottschall to approve the amended 2022 contracts. Motion carried.

RICHLAND COUNTY HEALTH AND HUMAN SERVICES		
2022 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (10-13-2022)		
FAMILY SERVICES OF NORTHWEST WISCONSIN	To provide residential assessment and follow-up treatment to a child being served by the Child & Youth Services Unit. (Green Bay)	For a total amount not to exceed <b>\$35,000</b>
YOU ARE ENOUGH COUNSELING, LLC	To provide counseling to CCS consumers who are being served by the Behavioral Health Services Unit. (Avoca)	For a total amount not to exceed <b>\$49,500.</b>

Motion by Kerry Severson, seconded by Tim Gottschall to approve the New 2022 contracts. Motion carried.

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## RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 Revenue Contracts

<i><b>Provider Name</b></i>	<i><b>Provider Description</b></i>	<i><b>2022 Budgeted Revenue</b></i>	<i><b>2023 Budgeted Revenue</b></i>
<b>ADRC of Eagle County</b>	<i>Administration of ADRC Services in Richland County</i>	\$402,666	\$424,989
<b>Care Wisconsin First, Inc. / My Choice Family Care, Inc.</b>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$65,000	\$11,000
<b>Dane County Capital Consortium</b>	<i>Income Maintenance Consolidation</i>	\$ 1,006,182	\$1,113,066
<b>Department of Administration</b>	<i>Wisconsin Home Energy Assistance Program</i>	\$45,793	\$0
<b>Department of Children and Families</b>	<i>State and County Contract</i>	\$659,541	\$701,613
	<i>Administration of Child Care Program</i>	\$42,815	\$40,815
	<i>Community Youth and Family Aides</i>	\$87,094	\$ 90,610
<b>Department of Health Services</b>	<i>State and County Contract (Includes SOR Grant Funding)</i>	\$1,132,819	\$1,126,043
<b>Division of Public Health</b>	<i>Consolidated Contract (Immunization &amp; Maternal Child Health)</i>	\$18,148	\$18,072
	<i>Public Health Emergency Preparedness and Response (Includes ARPA funding for 2023)</i>	\$417,211	\$214,690
<b>Department of Transportation</b>	<i>Specialized Transportation 85.21</i>	\$79,889	\$79,889
<b>Greater Wisconsin Agency on Aging Resources, Inc.</b>	<i>County Contract (Includes ARPA Funding for 2023)</i>	\$210,672	\$313,082
<b>Inclusa</b>	<i>Home Delivered Meals, Psychotherapy Services, Substance Abuse Counseling, Transportation, and Loan Closet</i>	\$130,000	\$99,000
<b>The Richland School District</b>	<i>Crisis Case Worker Counseling Services for the 2022-2023 School Year</i>	\$ 84,000	\$60,000
		<b>\$ 4,381,830</b>	<b>\$ 4,292,869</b>

Motion by Tim Gottschall, seconded by Dr. Jerel Berres to approve the 2023 revenue contracts and forward the recommendation onto the County Board for approval. Motion carried.

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## RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 HHS Contracts > \$50,000

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 Contract</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 Contract</i>
<b>Children's Hospital of Wisconsin Community Services - Children's Service Society</b>	Child & Youth Services Unit provider of treatment foster care and respite. Behavioral Health Services Unit provider of respite services to children with disabilities.	Milwaukee	\$261,000	\$124,341	Partially	\$261,000
<b>Chileda Institute</b>	Child & Youth Services Unit provider of residential care center services.	La Crosse	\$255,000	\$185,583	Partially	\$255,000
<b>Community Care Resources</b>	Child & Youth Services Unit provider of treatment foster care and respite. Behavioral Health Services Unit provider of respite services to children with disabilities.	Middleton	\$186,000	\$71,387	Partially	\$191,000
<b>Cornerstone Foundation dba Lucky Star 3 Corporation</b>	Behavioral Health Services Unit provider of CBRF and AFH residential care for consumers who due to mental health issues are unable to live independently.	Dodgeville	\$250,000	\$82,176	Partially	\$250,000
<b>Diane's Adult Family Home</b>	Behavioral Health Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.	Arena	\$125,000	\$46,963	Partially	\$100,000
<b>Driftless Counseling, LLC dba Trailhead Therapy and Mentoring</b>	Behavioral Health Services Unit provider of individual skill development and psychotherapy to Comprehensive Community Services consumers.	Viroqua	\$900,000	\$501,324	No	\$900,000
<b>Evergreen Manor III</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Juneau	\$75,000	\$0	Partially	\$75,000
<b>Evergreen Manor, Inc.</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Necedah	\$75,000	\$38,339	Partially	\$75,000
<b>Forward Home For Boys</b>	Child & Youth Services Unit provider of children's group home services.	Richland Center	\$100,000	\$72,596	Partially	\$100,000
<b>Hailey Schneider, APNP</b>	Contracted provider of medication management and individual outpatient services.	La Crosse	\$10,000	\$0	Partially	\$100,000



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<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 Contract</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 Contract</i>
<b>Memorial Hospital of Boscobel, Inc. dba Gundersen Boscobel Area Hospital and Clinics</b>	<i>Behavioral Health Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program.</i>	<i>Boscobel</i>	<i>\$75,000</i>	<i>\$10,510</i>	<i>No</i>	<i>\$75,000</i>
<b>Northwest Counseling &amp; Guidance Clinic</b>	<i>Behavioral Health Services Unit provider of 24/7 crisis intervention telephone services. The services include phone center staffed by trained crisis professionals and a mobile crisis response service locally available to conduct face-to-face assessments and interventions afterhours.</i>	<i>Frederic</i>	<i>\$80,000</i>	<i>\$56,858</i>	<i>Yes</i>	<i>\$80,000</i>
<b>Premier Financial Management Services, LLC</b>	<i>Behavioral Health Services Unit provider of financial management services to children with disabilities.</i>	<i>Milwaukee</i>	<i>Original \$100,000 Amended \$210,000</i>	<i>\$39,114</i>	<i>No</i>	<i>\$100,000</i>
<b>RTP (WI), S.C. dba Array Behavioral Care</b>	<i>Behavioral Health Services Unit provider of telepsychiatry services.</i>	<i>Chicago, IL</i>	<i>\$130,000</i>	<i>\$49,551</i>	<i>Partially</i>	<i>\$130,000</i>
<b>Rural Wisconsin Health Cooperative</b>	<i>Behavioral Health Services Unit provider of speech &amp; language pathology therapy services to children being served by the Birth to Three Program.</i>	<i>Sauk City</i>	<i>\$75,000</i>	<i>\$32,343</i>	<i>No</i>	<i>\$75,000</i>
<b>Shay Rehabilitation &amp; Psychological Services, Inc. dba Kickapoo Counseling</b>	<i>Behavioral Health Services Unit provider of individual skill development and psychotherapy to Comprehensive Community Services consumers.</i>	<i>Westby</i>	<i>Original \$100,000 Amended \$300,000</i>	<i>\$126,912</i>	<i>No</i>	<i>\$300,000</i>
<b>Southwest WI Workforce Development Board</b>	<i>Provides contracted employee services to Richland County Health and Human Services.</i>	<i>Platteville</i>	<i>Original \$49,500 Amended \$230,000 Amended \$525,000</i>	<i>\$249,817</i>	<i>Partially</i>	<i>\$325,000</i>
<b>St. Joseph's Health Services, Inc. dba Gundersen St. Joseph's Hospital and Clinics</b>	<i>Behavioral Health Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program.</i>	<i>Hillsboro</i>	<i>\$75,000</i>	<i>\$40,407</i>	<i>No</i>	<i>\$75,000</i>

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<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 Contract</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 Contract</i>
<b>Tellurian, Inc.</b>	<i>Behavioral Health Services Unit provider of residential treatment services for substance abuse treatment, and detox services for persons taken into protective custody due to incapacitation by alcohol.</i>	<i>Madison</i>	Original \$75,000 Amended \$120,000	\$29,375	<i>Partially</i>	\$115,000
<b>TLC Senior Home Care, LLC</b>	<i>Behavioral Health Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Arena</i>	\$85,000	\$48,953	<i>Partially</i>	\$85,000
<b>Trempealeau County Health Care Center</b>	<i>Behavioral Health Services Unit provider of Institute for Mental Disease (IMD) and AFH residential treatment for consumers who due to mental health issues are unable to live independently.</i>	<i>Whitehall</i>	\$270,000	\$0	<i>Yes</i>	\$270,000
<b>Vista Care Wisconsin</b>	<i>Behavioral Health Services Unit provider of AFH residential care for consumers who due to mental health issues are unable to live independently.</i>	<i>Sheboygan</i>	\$840,000	\$534,340	<i>Partially</i>	\$840,000
<b>Total 2022 Contracts &gt; \$50,000:</b>			<b>\$5,022,000</b>	<b>\$2,330,889</b>		<b>\$4,777,000</b>

Motion by Tim Gottschall, seconded by Francis Braithwaite to approve the 2023 Health & Human Services contracts over \$50,000, and forward the recommendation onto the County Board for approval. Motion carried.

Approval of 2023 contracts < \$50,000, 2023 Agreements < \$10,000, and 2023 Memorandums of Understanding were postponed until the next meeting.

- Discussion returned to agenda item #9 and the pending motion to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented. Discussion was held regarding the total amount of levy reductions that had already been approved and Stephanie Ronnfeldt reviewed the figures associated with the approved changes. Motion by Kerry Severson, seconded by Tim Gottschall to take the motion to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office as presented off the table. Motion carried.

Motion by Donald Seep, seconded by Lee Van Landuyt to remove the ETK program and the provision of cemetery flag holders from the list of levy reductions for the Veteran Services Office and approve all other items as presented. Motion carried.

*Tim Gottschall left the meeting.*

- 17. Approve 2023 Vehicle Lease Agreement and Memorandum of Understanding:** Agenda item not discussed.

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- 18. Approve the Application and Acceptance of the 2023 85.21 Specialized Transportation Grant:** Roxanne Klubertanz-Gerber explained that the 85.21 Specialized Transportation Grant is applied for every year through the department of transportation. The grant provides state financial aid for the Transportation program in the Aging and Disability Resource Center, and was approved by the Transportation Coordinating Committee along with the required 20% tax levy match of \$15,978. Motion by Dr. Jerel Berres, seconded by Kerry Severson to approve the application and subsequent acceptance of the 2023 85.21 Specialized Transportation Grant, which includes the required 20% county match in the amount of \$15,978, and forward the recommendation onto the County Board for approval.
- 19. Approve New Nutrition Advisory Council Members and Resignation Recognition:** Agenda item discussed in conjunction with agenda items #20 and #21.
- 20. Approve New Coordinated Services Team (CST) Coordinating Committee Member List:** Agenda item discussed in conjunction with agenda items #19 and #21.
- 21. Approve New Comprehensive Community Services (CCS) Coordination Committee Membership List:** Agenda item discussed in conjunction with agenda items #19 and #20. Motion by Kerry Severson, seconded by Lee Van Landuyt to appoint Georgette White and Virginia Wiedenfeld to the Nutrition Advisory Council, approve the membership list to the Coordinated Services Team (CST) Committee, and approve the membership list to the Comprehensive Community Services (CCS) Coordination Committee, and forward the recommendations on to the County Administrator for review and submission to the County Board for approval. Motion carried.

Administrative Report:

- 22. Director, Tricia Clements:** Agenda item not discussed.

Personnel:

- 23. HHS Personnel Updates:** Agenda item not discussed.

Closing:

- 24. Future Agenda Items:** Agenda items that were not addressed on the current agenda.
- 25. Adjournment:** The next meeting is scheduled for November 10, 2022 at 9:30 a.m. in the Richland County Board room and via WebEx. Motion by Lee Van Landuyt, seconded by Kerry Severson to adjourn the meeting. Motion carried.

Respectfully Submitted,  
Meghan Rohn  
Confidential Administrative Secretary

Disbursement History Report

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CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM PROJECT	INVOICE PO#	SOURCE/JE/ID F 9 BX M BANK	LINE FUND	ACCOUNT NAME & ACCOUNT
26226	10/04/22	1575	TECH COM, INC 09/20 597600	75.12		597600	D-100422-536 -	00029 WF52	TELEPHONE 10.5550.0000.5225
26344	10/11/22	2593	CENTURYLINK COMMUNICATIO 10/01 612285995	0.16		612285995	D-101122-566 -	00020 WF52	TELEPHONE 10.5550.0000.5225
26665	10/20/22	1575	TECH COM, INC 10/20 597600	73.39		597600	D-102022-595 -	00045 WF52	TELEPHONE 10.5550.0000.5225

Disbursement History Report

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CHECK#	DATE	VENDOR	VENDOR NAME DETAIL DESCR	AMOUNT	CLAIM INVOICE PROJECT	PO#	SOURCE/JE/ID	LINE	ACCOUNT NAME
REPORT TOTALS:				148.67			F 9 BX M BANK FUND & ACCOUNT		

RECORDS PRINTED - 000003

Expenditure Guideline  
FOR THE PERIOD(S) JAN 01, 2022 THROUGH OCT 31, 2022

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10							
GENERAL FUND							
5550 VETERAN SERVICE							
0000 PROJECT							
5111 SALARIES - REGULAR	41,299.50	0.00	3,504.20	34,589.41	6,710.09	83	-----
5112 SALARIES - PART-TIME	18,669.42	0.00	1,667.06	6,679.90	11,989.52	35	---
5113 SALARIES - OVERTIME	0.00	0.00	0.00	0.00	0.00	0	
5150 SECTION 125 PLAN-CO SHARE	0.00	0.00	0.00	0.00	0.00	0	
5151 FICA - COUNTY SHARE	4,587.62	0.00	395.62	3,157.13	1,430.49	68	-----
5152 RETIREMENT - COUNTY SHARE	3,897.98	0.00	227.78	2,154.14	1,743.84	55	-----
5153 DENTAL INSURANCE-CO SHARE	0.00	0.00	0.00	0.00	0.00	0	
5154 HEALTH INSURANCE - COUNTY SH	0.00	0.00	0.00	0.00	0.00	0	
5155 LIFE INSURANCE - COUNTY SHAR	6.86	0.00	0.67	5.21	1.65	75	-----
5161 HEALTH INS REIMBURSEMENT DED	0.00	0.00	0.00	0.00	0.00	0	
5212 VET SVC ATTORNEY FEES	0.00	0.00	0.00	0.00	0.00	0	
5214 COMPUTER SOFTWARE SUPPORT	500.00	0.00	0.00	500.00	0.00	100	-----
5225 TELEPHONE	660.00	0.00	148.67	694.04	34.04-	105	-----
5248 SERVICES ON MACHINES	0.00	0.00	0.00	0.00	0.00	0	
5311 POSTAGE AND ENVELOPES	200.00	0.00	2.76	35.73	164.27	17	-
5319 OFFICE SUPPLIES	600.00	0.00	0.00	500.00	100.00	83	-----
5324 DUES	400.00	0.00	0.00	175.00	225.00	43	----
5326 ADVERTISING	600.00	0.00	0.00	652.80	52.80-	108	-----
5334 REGISTRATION	500.00	0.00	0.00	150.00	350.00	30	---
5335 MEALS	300.00	0.00	0.00	0.00	300.00	0	
5336 LODGING	800.00	0.00	0.00	360.00	440.00	45	----
5339 MILEAGE	300.00	0.00	0.00	0.00	300.00	0	
5341 TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0	
5819 NEW EQUIPMENT	250.00	0.00	0.00	175.36	74.64	70	-----
5906 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	145.58	145.58-	9999	-----!!!!
5970 CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0	
5972 VETERANS OUTREACH	0.00	0.00	0.00	0.00	0.00	0	
5998 DEFICIENCY APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0	
5999 BILLS-NO-LINE DETAIL	0.00	0.00	0.00	0.00	0.00	0	
TOTAL: PROJECT	73,571.38	0.00	5,946.76	49,974.30	23,597.08	67	-----
TOTAL: VETERAN SERVICE	73,571.38	0.00	5,946.76	49,974.30	23,597.08	67	-----
TOTAL: GENERAL FUND	73,571.38	0.00	5,946.76	49,974.30	23,597.08	67	-----

Expenditure Guideline  
FOR THE PERIOD(S) JAN 01, 2022 THROUGH OCT 31, 2022

	ANNUAL REVISED BUDGET	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
10	GENERAL FUND						
5551	SOLDIERS AND SAILORS FUND						
0000	PROJECT						
5141	PER DIEM - COMMISSION	900.00	0.00	0.00	30.00	870.00	3
5151	FICA - COUNTY SHARE	69.00	0.00	0.00	2.30	66.70	3
5328	FLAGS	1,000.00	0.00	0.00	1,156.50	156.50-	115 -----!
5331	FLAG HOLDERS	1,500.00	0.00	0.00	0.00	1,500.00	0
5339	MILEAGE - COMMISSION	422.28	0.00	0.00	17.34	404.94	4
5719	AID	3,000.00	0.00	0.00	0.00	3,000.00	0
5999	DEFICIENCY APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	6,891.28	0.00	0.00	1,206.14	5,685.14	17	-
TOTAL: SOLDIERS AND SAILORS FUND	6,891.28	0.00	0.00	1,206.14	5,685.14	17	-
TOTAL: GENERAL FUND	6,891.28	0.00	0.00	1,206.14	5,685.14	17	-

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**Total for**





	JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER	
	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-In	Calls	Walk-Ins	Calls	Walk-Ins
1	20	6	37	13	22	3						
2			24	7	28	4						
3			29	9			19	6				
4	/	/	21	4			27	11				
5	23	7	/	/	/	/	16	5				
6	15	9			26	7	24	6				
7	26	5			23	7	/	/				
8	23	5	27	8	14	32						
9			21	9	14	39						
10			27	9	2	12	21	3				
11	21	5	27	6	/	1	35	8				
12	13	3	21	7	21	16	22	4				
13	19	6			19	7	17	10				
14	22	3			28	9	18	4				
15	17	7	23	7	14	3						
16			19	7	22	3						
17			20	4			/	/				
18	18	6	29	8			/	/				
19	23	9	18	6	15	4	/	/				
20	14	6			22	9	/	/				
21	18	5			24	8	/	/				
22	19	5	25	5	16	3						
23			21	7	17	5						
24			27	4			47	14				
25	35	9	39	9			24	9				
26	29	9	20	6	21	4	36	13				
27	19	8			17	7	14	3				
28	16	4			32	6	/	/				
29	17	4	19	3	21	7						
30			21	5	12	17						
31			33	7			26	13				

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other	17	12	9	6	6	9	12	14	16	16			
TOTALS PER MONTH	40	35	29	22	25	27	26	38	36	56			

**RICHLAND COUNTY HEALTH AND HUMAN SERVICES  
VOUCHERS – November 10, 2022**

Unit	Number of Vouchers	Amount
Richland County Health and Human Services 2022 Expense Reports	15	\$5,505.34
Richland County Health and Human Services 2022 Admin Vouchers	24	\$11,111.81
Richland County Health and Human Services 2022 Prepaid Vouchers	14	\$24,132.35
<b>TOTAL</b>	<b>53</b>	<b>\$40,749.50</b>

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Disbursement Edit Listing

GL302

DATA-JE-ID....	LINE#	BANK	FUND.&.ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND W
TRAN-DATE. INVOICE.....			FORMULA.....	TRANSACTION DESCRIPTION.			
F/P CLAIM.. P.O.#.	PROJECT.....	1099-INFO	VENDOR	NAME.....	PAYM		
		CNTY	ALTER	VENDOR	ALTER NAME.....		
D-11102022-643	1	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		256.88	
				006129 ANDERSON/KATHY ANN			
				006129 VENDOR TOTAL		256.88	
D-11102022-643	2	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		501.88	
				001059 BRENNUM/RUTH			
				001059 VENDOR TOTAL		501.88	
D-11102022-643	3	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		85.00	
				004163 DREA/WILLIAM			
				004163 VENDOR TOTAL		85.00	
D-11102022-643	4	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		328.13	
				004628 GIESEKE/VIRGINIA			
D-11102022-643	5	WF52	63.5563.0000.5335	MEALS			
				HHS OCT MEALS		5.28	
				004628 GIESEKE/VIRGINIA			
				004628 VENDOR TOTAL		333.41	
D-11102022-643	6	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		63.75	
				006156 HENDRICKS/TOM			
				006156 VENDOR TOTAL		63.75	
D-11102022-643	7	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		300.63	
				004599 HILL/JANICE			
				004599 VENDOR TOTAL		300.63	
D-11102022-643	8	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		869.38	
				001038 JONES/SHARON			
				001038 VENDOR TOTAL		869.38	
D-11102022-643	9	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		243.75	
				004448 MALY/KATHY			
				004448 VENDOR TOTAL		243.75	
D-11102022-643	10	WF52	63.5563.0000.5339	MILEAGE			
				HHS OCT MILEAGE		586.88	
				004546 MCCARTHY/DONALD			

MILEAGE EXPENSE

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Disbursement Edit Listing

GL30:

DATA-JE-ID....	LINE#	BANK	FUND.&.	ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND
TRAN-DATE. INVOICE.....				FORMULA.....	TRANSACTION DESCRIPTION.			
F/P CLAIM.. P.O.#.	PROJECT.....			1099-INFO	VENDOR NAME.....	PAYM		
				CNTY	ALTER VENDOR	ALTER NAME.....		
D-11102022-643	11	WF52	63.5563.0000.5335		MEALS			
					HHS OCT MEALS		5.28	
					004546 MCCARTHY/DONALD			
					004546 VENDOR TOTAL		592.16	
D-11102022-643	12	WF52	63.5563.0000.5339		MILEAGE			
					HHS OCT MILEAGE		413.13	
					004449 MCKITTRICK/SANDRA			
					004449 VENDOR TOTAL		413.13	
D-11102022-643	13	WF52	63.5563.0000.5339		MILEAGE			
					HHS OCT MILEAGE		460.63	
					004161 MCWANE/HUBERT			
D-11102022-643	14	WF52	63.5563.0000.5335		MEALS			
					HHS OCT MEALS		19.53	
					Q04161 MCWANE/HUBERT			
					004161 VENDOR TOTAL		480.16	
D-11102022-643	15	WF52	63.5563.0000.5339		MILEAGE			
					HHS OCT MILEAGE		372.50	
					006110 MORAN/PAMELA			
					006110 VENDOR TOTAL		372.50	
D-11102022-643	16	WF52	63.5563.0000.5339		MILEAGE			
					HHS OCT MILEAGE		508.13	
					001973 PRICE/SUSAN			
D-11102022-643	17	WF52	63.5563.0000.5335		MEALS			
					HHS OCT MEALS		24.58	
					001973 PRICE/SUSAN			
					001973 VENDOR TOTAL		532.71	
D-11102022-643	18	WF52	63.5563.0000.5339		MILEAGE			
					HHS OCT MILEAGE		87.50	
					006210 PUGH/LANETTE JEAN			
					006210 VENDOR TOTAL		87.50	
D-11102022-643	19	WF52	63.5563.0000.5339		MILEAGE			
					HHS OCT MILEAGE		372.50	
					002000 RICHTER/ARNOLD JOSEPH			
					002000 VENDOR TOTAL		372.50	
					WF52 BANK TOTAL		5,505.34	

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Disbursement Edit Listing

GL302

DATA-JE-ID....	LINE#	BANK FUND.&ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND W
TRAN-DATE. INVOICE.....	FORMULA.....	TRANSACTION DESCRIPTION.				
F/P CLAIM.. P.O.#.	PROJECT.....	1099-INFO VENDOR NAME.....	PAYM			
		CNTY ALTER VENDOR ALTER NAME.....				
D-11102022-635	19	WF52 56.5511.1111.5532	METER RENTAL/EQUIP LEASING			
99688			HHS 11/1 INV		960.00	
		001480	ADVANCED BUSINESS SYSTEM			
			001480 VENDOR TOTAL		960.00	
D-11102022-635	28	WF52 59.5581.0000.5532	RENT			
NOVEMBER			HHS ROCKBRIDGE MEAL SITE		400.00	
		006091	BETHLEHEM LUTHERAN CHURC			
			006091 VENDOR TOTAL		400.00	
D-11102022-635	1	WF52 56.5503.0000.5315	COMPUTER SUPPLIES			
CW23957			HHS CUST #5296901 9/20		89.31	
		001390	CDW GOVERNMENT INC			
D-11102022-635	2	WF52 56.5503.0000.5315	COMPUTER SUPPLIES			
DG09400			HHS CUST #5296901 10/5		25.35	
		001390	CDW GOVERNMENT INC			
D-11102022-635	3	WF52 56.5503.0000.5315	COMPUTER SUPPLIES			
DG26177			HHS CUST #5296901 10/5		172.09	
		001390	CDW GOVERNMENT INC			
D-11102022-635	24	WF52 56.5519.0000.5999	BILLS-NO-LINE DETAIL			
DH62507			HHS CUST #5296901 10/7		111.42	
		001390	CDW GOVERNMENT INC			
			001390 VENDOR TOTAL		398.17	
D-11102022-635	27	WF52 59.5588.0000.5532	RENT			
NOVEMBER			HHS RC MEAL SITE		275.00	
		000152	CITY OF RICHLAND CENTER			
			000152 VENDOR TOTAL		275.00	
D-11102022-635	4	WF52 56.5511.1111.5313	PHOTOCOPIES			
IN13926514			HHS CUST #10RC04 10/10		425.46	
		000601	GFC LEASING-WI			
D-11102022-635	25	WF52 56.5511.1111.5313	PHOTOCOPIES			
I00771704			HHS CUST #390899 10/21		732.32	
		000601	GFC LEASING-WI			
			000601 VENDOR TOTAL		1,157.78	
D-11102022-635	8	WF52 63.5563.0000.5326	ADVERTISING			
114139159			HHS CUST #784114 10/17		175.00	
		N 01	LAMAR TEXAS LIMTD PARTNE			
D-11102022-635	9	WF52 63.5563.0000.5326	ADVERTISING			
114139164			HHS CUST #784114 10/17		1,725.00	
		N 01	LAMAR TEXAS LIMTD PARTNE			
		006270	006270 VENDOR TOTAL		1,900.00	

VOUCHERS



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Disbursement Edit Listing

GL3021

DATA-JE-ID....	LINE#	BANK	FUND.&.ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WA
TRAN-DATE. INVOICE.....			FORMULA.....	TRANSACTION DESCRIPTION.			
F/P CLAIM.. P.O.#. PROJECT.....			1099-INFO VENDOR	NAME.....	PAYM		
			CNTY ALTER VENDOR	ALTER NAME.....			
D-11102022-635	15	WF52	56.5511.1111.5312	BOOKS AND FORMS AND SUBSCRIP			
10643966 9/30				HHS ACCT #9020531051		14.70	
			N 01	001640 LANGUAGE LINE SERVICES,			
D-11102022-635	16	WF52	56.5503.0000.5999	BILLS - NO LINE DETAIL			
10643966 9/30				HHS ACCT #9020531051		892.81	
			N 01	001640 LANGUAGE LINE SERVICES,			
D-11102022-635	17	WF52	56.5457.0000.5999	BILLS - NO LINE DETAIL			
10643966 9/30				HHS ACCT #9020531051		95.20	
			N 01	001640 LANGUAGE LINE SERVICES,			
D-11102022-635	18	WF52	56.5401.0000.5999	BILLS-NO-LINE DETAIL			
10643966 9/30				HHS ACCT #9020531051		457.06	
			N 01	001640 LANGUAGE LINE SERVICES,			
				001640 VENDOR TOTAL		1,459.77	
D-11102022-635	33	WF52	56.5408.0000.5999	BILLS - NO LINE DETAIL			
64119				HHS 10/31 INV		40.00	
				004268 MARIS LLC			
				004268 VENDOR TOTAL		40.00	
D-11102022-635	5	WF52	56.5408.0000.5970	CONTRACT SERVICES			
0922552				HHS 9/30 INV		324.80	
				005160 MIDWEST MONITORING &			
				005160 VENDOR TOTAL		324.80	
D-11102022-635	34	WF52	59.5588.0000.5319	OFFICE SUPPLIES			
52683				HHS 11/4 INV		198.44	
				002360 NUTRI-SYSTEMS CORPORATIO			
				002360 VENDOR TOTAL		198.44	
D-11102022-635	6	WF52	56.5408.0000.5999	BILLS - NO LINE DETAIL			
503439				HHS 9/30 INV		15.00	
				001037 OPTIONS LAB INC			
				001037 VENDOR TOTAL		15.00	
D-11102022-635	36	WF52	56.5511.1111.5297	REFUSE COLLECTION			
3122401				HHS ACCT #409700 10/31		191.36	
				001295 PELLITTERI WASTE SYSTEMS			
				001295 VENDOR TOTAL		191.36	
D-11102022-635	40	WF52	56.5511.0000.5319	OFFICE SUPPLIES			
28610793				HHS ACCT #2771316 10/26		37.20	
				000577 QUILL CORPORATION			
				000577 VENDOR TOTAL		37.20	

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Disbursement Edit Listing

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DATA-JE-ID....	LINE#	BANK	FUND.&.	ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND W
TRAN-DATE. INVOICE.....	FORMULA.....				TRANSACTION DESCRIPTION.			
F/P CLAIM.. P.O.#.	PROJECT.....	1099-INFO	VENDOR	NAME.....	PAYM			
	CNTY	ALTER	VENDOR	ALTER NAME.....				
D-11102022-635	7	WF52	18.5562.0000.5352		CAR REPAIRS			
500035202					HHS 10/7 INV		1,171.82	
				002120	RC TRUCK & AUTO INC			
					002120 VENDOR TOTAL		1,171.82	
D-11102022-635	13	WF52	63.5563.5310.5334		REGISTRATION			
					HHS HSV 134Z6J		85.00	
				001449	REGISTRATION FEE TRUST			
D-11102022-635	14	WF52	63.5563.5310.5334		REGISTRATION			
					HHS HSV 225ZYJ		85.00	
				001449	REGISTRATION FEE TRUST			
					001449 VENDOR TOTAL		170.00	
D-11102022-635	38	WF52	63.5563.0000.5326		ADVERTISING			
361987					HHS ADV #5787 10/31		91.70	
				000669	RICHLAND OBSERVER/THE			
D-11102022-635	39	WF52	56.5531.0000.5999		BILLS - NO LINE DETAIL			
361988					HHS ADV #5787 10/31		313.90	
				000669	RICHLAND OBSERVER/THE			
D-11102022-635	41	WF52	56.5472.0000.5999		BILLS - NO LINE DETAIL			
361996					HHS ADV #2071 10/31		88.60	
				000669	RICHLAND OBSERVER/THE			
					000669 VENDOR TOTAL		494.20	
D-11102022-635	10	WF52	53.5507.0000.5326		ADVERTISING			
ADRC PHONE BK					HHS ADV #46681 9/30		403.00	
				000648	SHOPPING NEWS INC			
D-11102022-635	11	WF52	63.5566.0000.5326		ADVERTISING			
ADRC PHONE BK					HHS ADV #46681 9/30		403.00	
				000648	SHOPPING NEWS INC			
					000648 VENDOR TOTAL		806.00	
D-11102022-635	29	WF52	59.5583.0000.5970		CONTRACT SERVICES			
NOV					HHS CAZ MEAL SITE		350.00	
				000751	ST ANTHONYS SCHOOL			
					000751 VENDOR TOTAL		350.00	
D-11102022-635	37	WF52	56.5511.1111.5297		REFUSE COLLECTION			
11/1-30/2022					HHS ACCT #1012 11/1		257.86	
				004598	TOWN & COUNTRY SANITATIO			
					004598 VENDOR TOTAL		257.86	
D-11102022-635	26	WF52	56.5502.0000.5157		SERVICE SECTION - TRAINING			
10312022-340					HHS 10/31 INV		50.00	
				001802	UW MADISON			
					001802 VENDOR TOTAL		50.00	

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Disbursement Edit Listing

GL302

DATA-JE-ID....	LINE#	BANK	FUND.&.ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND W
TRAN-DATE. INVOICE.....	FORMULA.....	TRANSACTION DESCRIPTION.					
F/P CLAIM.. P.O.#. PROJECT.....	1099-INFO	VENDOR NAME.....	PAYM				
	CNTY	ALTER VENDOR	ALTER NAME.....				
D-11102022-635	30	WF52	56.5511.1111.5360	MAINT & CLEANING SUPPLIES			
475845			-	HHS ACCT #100526 10/5		51.94	
				000902 WALSHS ACE HARDWARE			
D-11102022-635	31	WF52	56.5511.1111.5360	MAINT & CLEANING SUPPLIES			
476578			-	HHS ACCT #100526 10/17		36.99	
				000902 WALSHS ACE HARDWARE			
D-11102022-635	32	WF52	56.5511.1111.5360	MAINT & CLEANING SUPPLIES			
477108			-	HHS ACCT #100526 10/25		12.99	
				000902 WALSHS ACE HARDWARE			
				000902 VENDOR TOTAL		101.92	
D-11102022-635	12	WF52	56.5477.0000.5214	COMPUTER PROGRAM CHANGES			
3000397745			-	HHS ACCT #73467 10/13		30.97	
				002815 WAYSTAR, INC			
				002815 VENDOR TOTAL		30.97	
D-11102022-635	35	WF52	56.5511.1111.5249	MAINTENANCE / BUILDING			
51372			-	HHS 11/1 INV		231.52	
				000296 WERTZ PLUMBING & HEATING			
				000296 VENDOR TOTAL		231.52	
D-11102022-635	20	WF52	59.5580.0000.5999	BILLS - NO LINE DETAIL			
STMT 202209			-	HHS ACCT #G2091 SEPT		50.00	
				004341 WI DEPT OF JUSTICE			
D-11102022-635	21	WF52	56.5503.0000.5999	BILLS - NO LINE DETAIL			
STMT 202209			-	HHS ACCT #G2091 SEPT		20.00	
				004341 WI DEPT OF JUSTICE			
D-11102022-635	22	WF52	56.5511.1111.5326	ADVERTISING			
STMT 202209			-	HHS ACCT #G2091 SEPT		10.00	
				004341 WI DEPT OF JUSTICE			
D-11102022-635	23	WF52	56.5502.0000.5999	BILLS - NO LINE DETAIL			
STMT 202209			-	HHS ACCT #G2091 SEPT		10.00	
				004341 WI DEPT OF JUSTICE			
				004341 VENDOR TOTAL		90.00	
				WF52 BANK TOTAL		11,111.81	

2022 PREVIOUSLY PAID VOUCHERS						
	Check #	Date	Vendor Name	Description	Account #	Amount
1	26443	10/13/2022	AIRS #1624	Recertification	53.5507.0000.5999	\$ 52.00
2	26584	10/18/2022	KWIK Trip Inc. #2274	Acct #207580	59.5588.0000.5322	\$ 4.30
3	26585	10/18/2022	Premier Cooperative #2414	Acct #4675320	59.5588.0000.5351	\$ 145.14
				Acct #4672501	63.5563.5310.5351	\$ 604.17
4	26586	10/18/2022	Richland Center Utilities #650	Acct #080460001	56.5511.1111.5222	\$ 2,747.66
5	26587	10/18/2022	Viking Village Inc #6132	Cust #153880	59.5583.0000.5322	\$ 427.65
6	26588	10/18/2022	Wisconsin Electric Power/WE Energies #975	Acct #0701008505-00001	56.5511.1111.5226	\$ 11.12
7	26714	10/27/2022	Capital One - Walmart #2005	#607399	56.5484.0000.5994	\$ 37.70
					56.5530.0000.5742	\$ 14.04
8	26715	10/27/2022	DocuSign Inc #6103	DocuSign Renewal	56.5472.0000.5214	\$ 1,369.67
					56.5511.0000.5214	\$ 384.47
					56.5457.0000.5809	\$ 324.39
					56.5459.0000.5999	\$ 324.39
9	26716	10/27/2022	Tech Com Inc./Genuine Telecom #1657	Acct #581900	56.5511.1111.5225	\$ 657.52
				Acct #33500	59.5588.0000.5225	\$ 39.10
10	26717	10/27/2022	Premier Cooperative #2414	Acct #4675320	59.5588.0000.5351	\$ 145.14
11	26718	10/27/2022	University of Wisconsin Green Bay #1063	2022 Membership	56.5477.0000.5325	\$ 73.50
12	26719	10/27/2022	WAND	Fall Conference	59.5580.0000.5157	\$ 20.00
13	26448	10/11/2022	US Bank National Association #6167	Paid by County Clerk		\$ 6,820.78
14	26660	10/20/2022	CDW Government/MIS Credit Card	Paid by County Clerk	56.5503.0000.5315	\$ 9,929.61
TOTAL						\$ 24,132.35

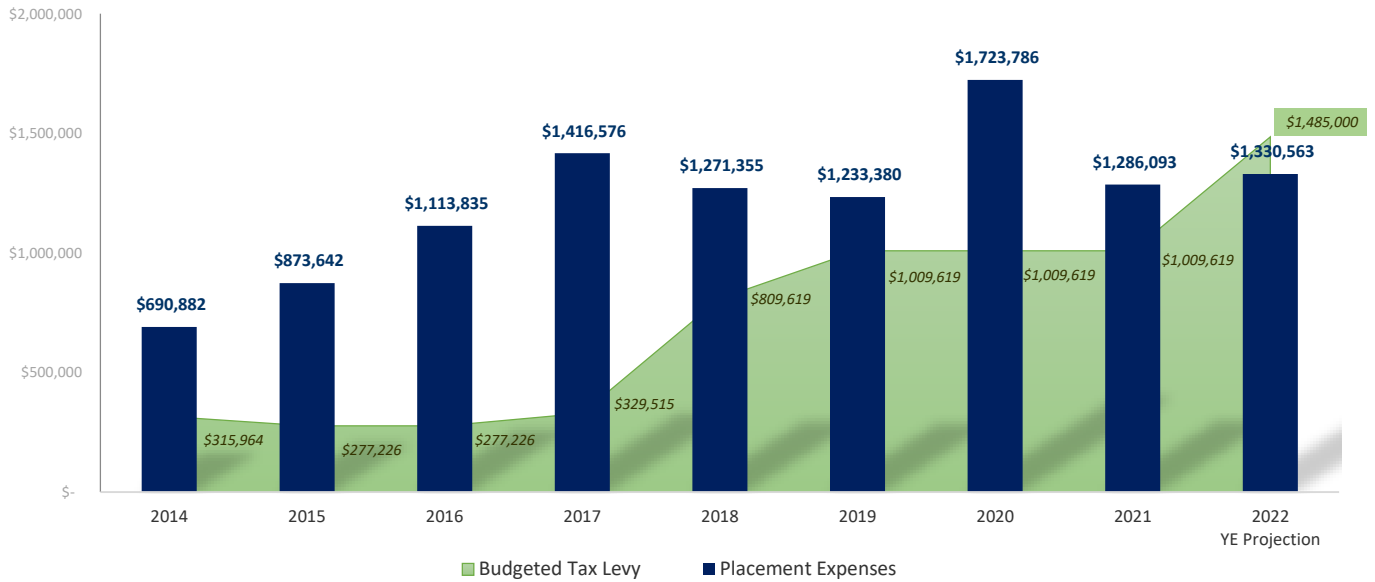
10/6/22 STATEMENT DATE - 9/7/2022-10/1/2022 CHARGES				
US Bank National Association #6167 Acct #4866-9100-1450-2740				
	Vendor Name	Description	Account #	Amount
1	Subway		56.5408.0000.5999	\$ 149.41
2	Amazon		59.5588.0000.5322	\$ 55.76
3	Kwik Trip		56.5408.0000.5999	\$ 64.44
4	Los Amigos		56.5408.0000.5999	\$ 134.35
5	Amazon		56.5503.0000.5999	\$ 195.33
6	Access Trax	CLTS	56.5546.0553.5992	\$ 480.00
7	Business Amazon Membership		56.5511.0000.5312	\$ 1,299.00
8	Kareo 80%		56.5472.0000.5214	\$ 1,261.76
8	Kareo 20%		56.5477.0000.5214	\$ 315.44
9	Amazon	CLTS	56.5546.0553.5992	\$ 138.49
10	Clockify		56.5511.0000.5214	\$ 30.00
11	Amazon	CLTS	56.5546.0553.5992	\$ 44.00
12	Business Amazon Membership		56.5511.0000.5312	\$ (1,286.01)
13	Amazon	CLTS	56.5546.0551.5992	\$ 73.99
14	Business Amazon Membership		56.5511.0000.5312	\$ 492.16
15	Amazon	CLTS	56.5546.0551.5994	\$ 30.95
16	Amazon		56.5511.1111.5360	\$ 100.90
17	Home of Wool	CLTS	56.5546.0553.5992	\$ 252.00
18	Amazon	CLTS	56.5546.0551.5992	\$ 164.99
19	Smartvault		56.5472.0000.5214	\$ 1,440.00
20	Carey Guides		56.5518.0000.5999	\$ 655.00
21	Amazon	CLTS	56.5546.0551.5992	\$ 184.93
22	Amazon	CLTS	56.5546.0551.5992	\$ 23.99
23	Amazon	CLTS	56.5546.0551.5992	\$ 263.90
24	Workplace		56.5511.0000.5214	\$ 256.00
<b>TOTAL</b>				<b>\$ 6,820.78</b>

# 2022 Health and Human Services Budget

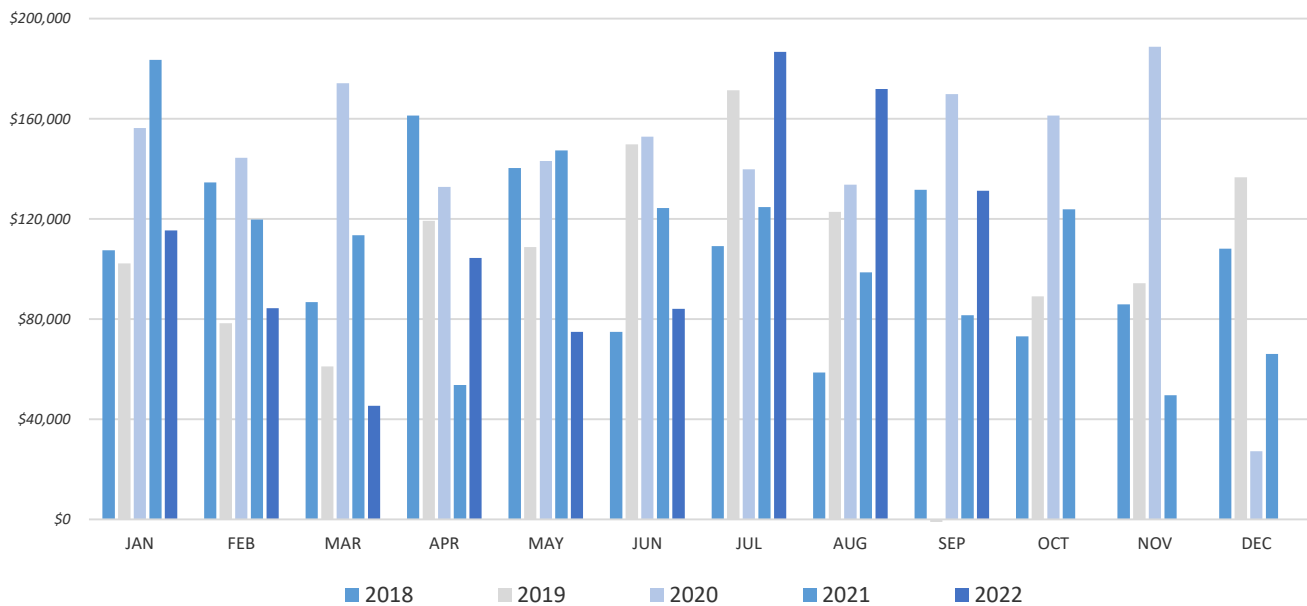
Expenses	11/1/2022		Current Month = 83%							
Program	Total	2022 Budget	Actual	% Utilized		Core Budget Balance (Through September)			Placement Funds (Thru July) Funds 44/54	
Administrative Services	1,091,921					Revenues (with Tax Levy) 6,125,634			Budget for all Placements	1,485,000
Staff		709,006	492,478	69.5%		Anticipated Revenue 1,203,997			Budget	1,485,000
Building & Operating Costs		382,915	273,052	71.3%		Received Revenue 4,168,015			- All Placement Expenses	-935,327
Public Health & Nutrition	609,451								Fund 54/44 balance	549,673
Public Health		358,678	312,855	87.2%		Minus Expenses -6,077,311				
Nutrition		250,773	222,352	88.7%		Anticipated Expenses -407,640			Adult (Fund 54)	
Aging & Disability Resource Center	741,171					Actual Expenses -5,669,671			Budget	785,000
Elderly Services		343,000	232,960	67.9%					- Expenses in Fund 56*	0
Resource Center		398,171	307,222	77.2%		Equals Budget Balance 48,323			- Expenses	-483,223
Economic Support Unit	929,474					MH Institute Charges Through September 179,338			Fund 54 balance	301,777
ESS Program		929,474	762,849	82.1%		Anticipated MH Institute Charges (October) 62,977		**		
Child & Youth Services	785,317					MHI Charges To Date (with Anticipated October) 242,315			Children (Fund 44)	
Children & Youth Programs		702,700	396,482	56.4%					Budget	700,000
CPS Contractual Services		82,617	43,477	52.6%		Chargeback			- Expenses in Fund 56*	0
Behavioral Health	4,162,309					Budget Balance Prior to Chargeback 48,323			- Expenses	-514,700
MH Outpatient / Crisis Services		712,230	386,801	54.3%		Chargeback for MH Institute Thru July 121,699			Fund 44 balance	185,300
AODA Outpatient		160,092	106,155	66.3%		New Core Year End Projection after Chargeback 170,022		***		
CCS		2,759,669	1,736,723	62.9%						
Adult Protective Services		127,226	33,209	26.1%		Fund 34 Projected Year End Balance for Carryover 0				
Treatment Court		158,772	91,053	57.3%		Fund 63 Projected Year End Balance 39,340		****		
Birth to Three Program		150,106	152,998	101.9%		*MH Institute charges go to Fund 56 as reduction in revenue				
Children with Disabilities		94,214	119,004	126.3%		**MHI anticipated charges do not include any expected insurance reimbursements				
HHS Board Approved Budget	8,319,643	8,319,643	5,669,671	68%		***Balance rolls to General Fund after Placement Funds are made whole				
						****Unused balance goes to Fund 18 for reinvestment in transportation program				

# PLACEMENT EXPENSE COMPARISONS

## Comparison of Annual Placement Expense & Budgeted Tax Levy



## Monthly Placement Expenses

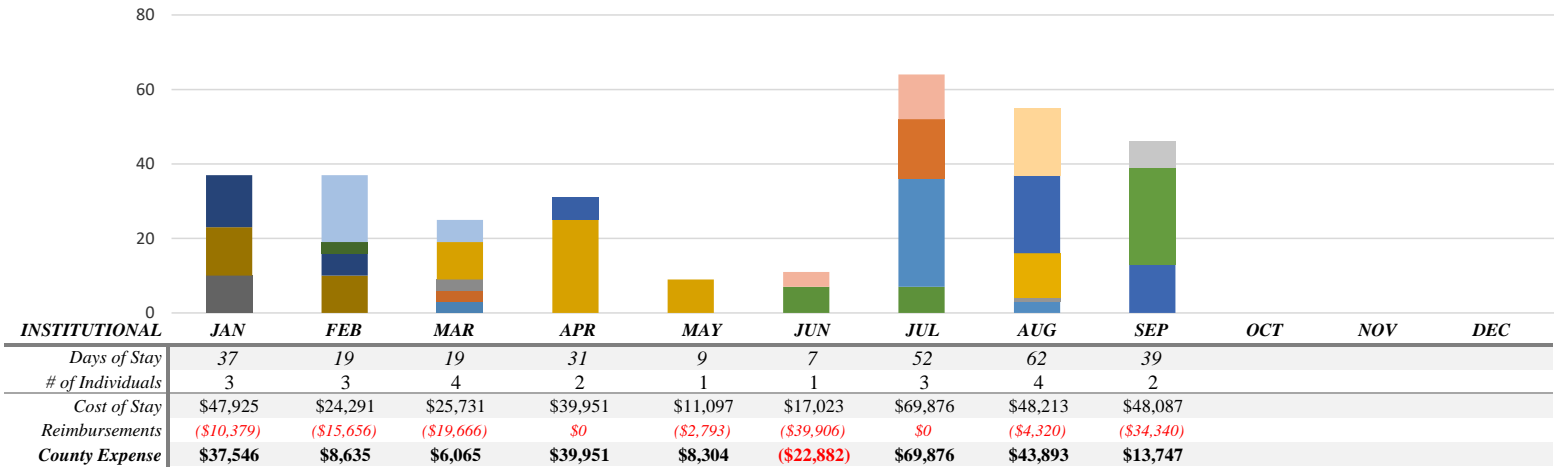


**RICHLAND COUNTY**  
**2022 ADULT PLACEMENTS**  
*Fund 54*

**ADULT INSTITUTIONAL AND INPATIENT PLACEMENTS**

*Includes Mental Health Institutes, Trempealeau County Health Care, private inpatient hospitals, detox facilities, and crisis stabilization facilities*

*Cost Range: \$365 to \$1,448 per day*



<b>CRISIS STABILIZATION</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
<i>Days of Stay</i>	0	18	6	0	0	4	12	18	7			
<i># of Individuals</i>	0	1	1	0	0	1	1	1	1			
<i>Cost of Stay</i>	\$0	\$11,250	\$3,750	\$0	\$0	\$2,500	\$7,500	\$11,250	\$4,375			
<i>Reimbursements</i>	\$0	\$0	(\$4,235)	(\$1,300)	\$0	\$0	(\$1,152)	(\$772)	(\$815)			
<i>County Expense</i>	\$0	\$11,250	(\$485)	(\$1,300)	\$0	\$2,500	\$6,348	\$10,478	\$3,560			

**YTD ADULT CRISIS STABILIZATION**

*Days of Stay* 65  
*# of Individuals* 4  
*Cost of Stay* \$40,625  
*Reimbursements* (\$8,274)  
***County Expense* \$32,351**

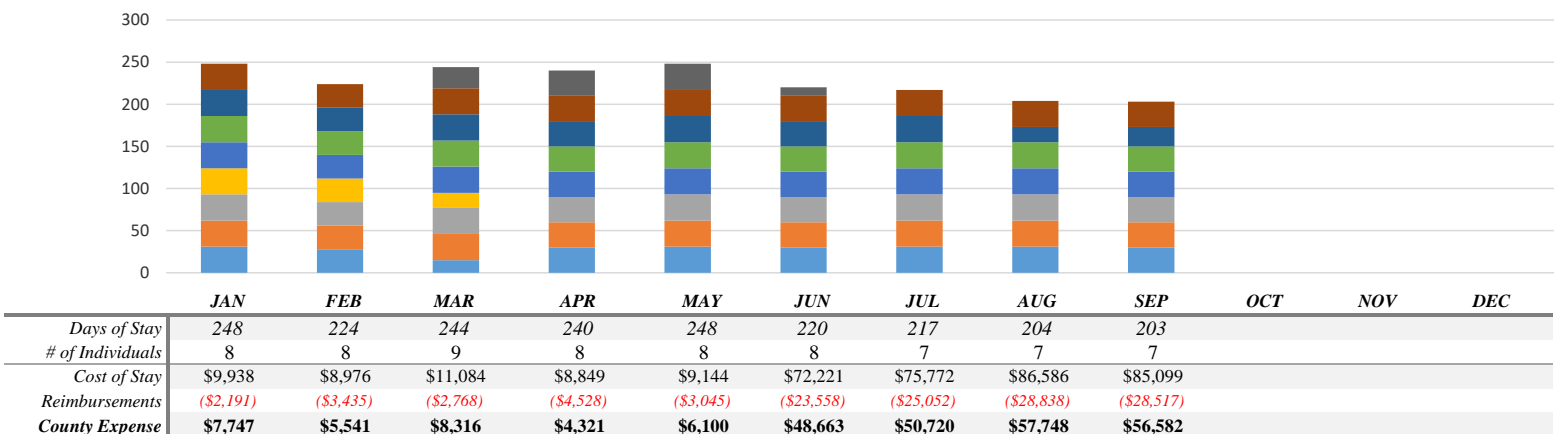
**YTD ADULT INSTITUTIONAL**

*Days of Stay* 275  
*# of Individuals* 16  
*Cost of Stay* \$332,194  
*Reimbursements* (\$127,060)  
***County Expense* \$205,134**

**ADULT COMMUNITY RESIDENTIAL PLACEMENTS**

*Includes Community-Based Residential Facilities and Adult Family Homes*

*Cost Range: \$81 to \$1,600 per day*



**YTD ADULT RESIDENTIAL**

*Days of Stay* 2048  
*# of Individuals* 9  
*Cost of Stay* \$367,670  
*Reimbursements* (\$121,932)  
***County Expense* \$245,738**

<i>FUND 54 BEGINNING BALANCE</i>	\$785,000	
<b><i>TOTAL EXPENSE IN FUND 54:</i></b>	<b>\$483,223</b>	<b>62% utilized</b>
<i>FUND 54 REMAINING BALANCE</i>	\$301,777	

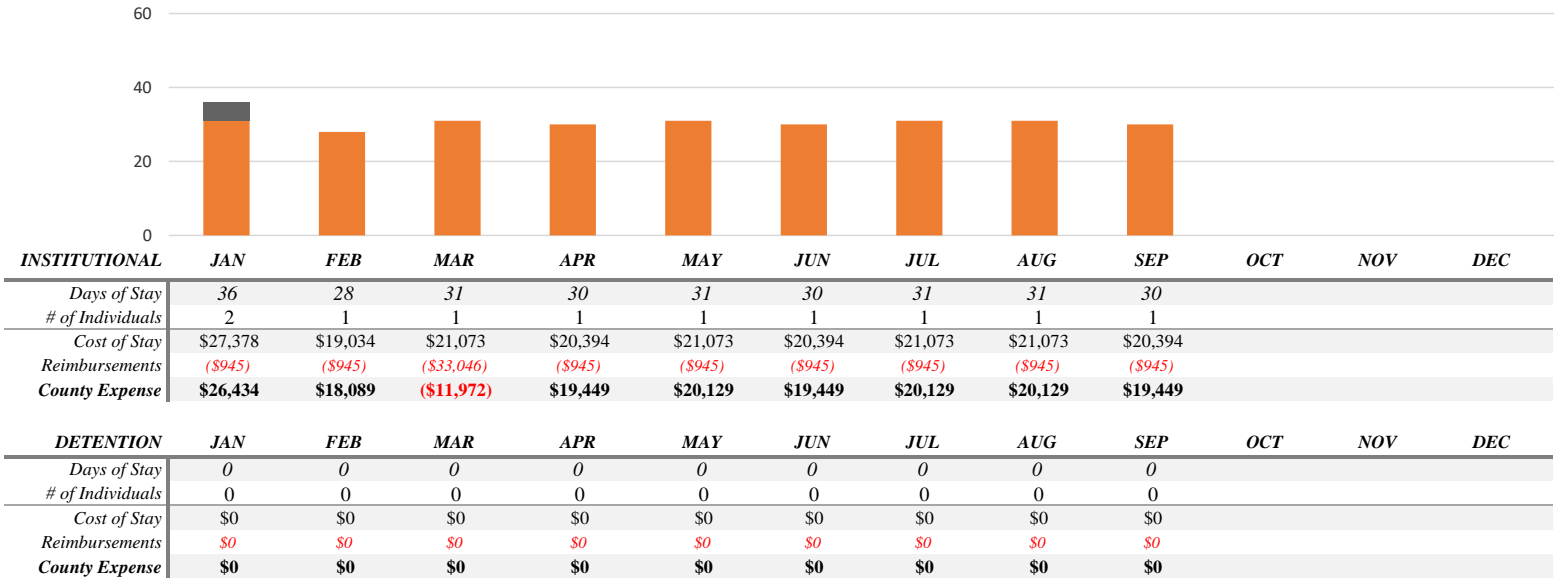


**RICHLAND COUNTY**  
**2022 CHILD PLACEMENTS**  
*Fund 44*

**CHILD INSTITUTIONAL, INPATIENT, AND DETENTION PLACEMENTS**

*Includes mental health institutes, private inpatient hospitals, children's residential care centers, as well as secure and non-secure detention facilities*

*Cost Range: Institutional \$267 to \$1,475 per day; Secure/Non-Secure Detention \$130 to \$190 per day*



**YTD CHILD INSTITUTIONAL**

Days of Stay 278  
# of Individuals 2  
Cost of Stay \$191,888  
Reimbursements (\$40,604)  
**County Expense \$151,284**

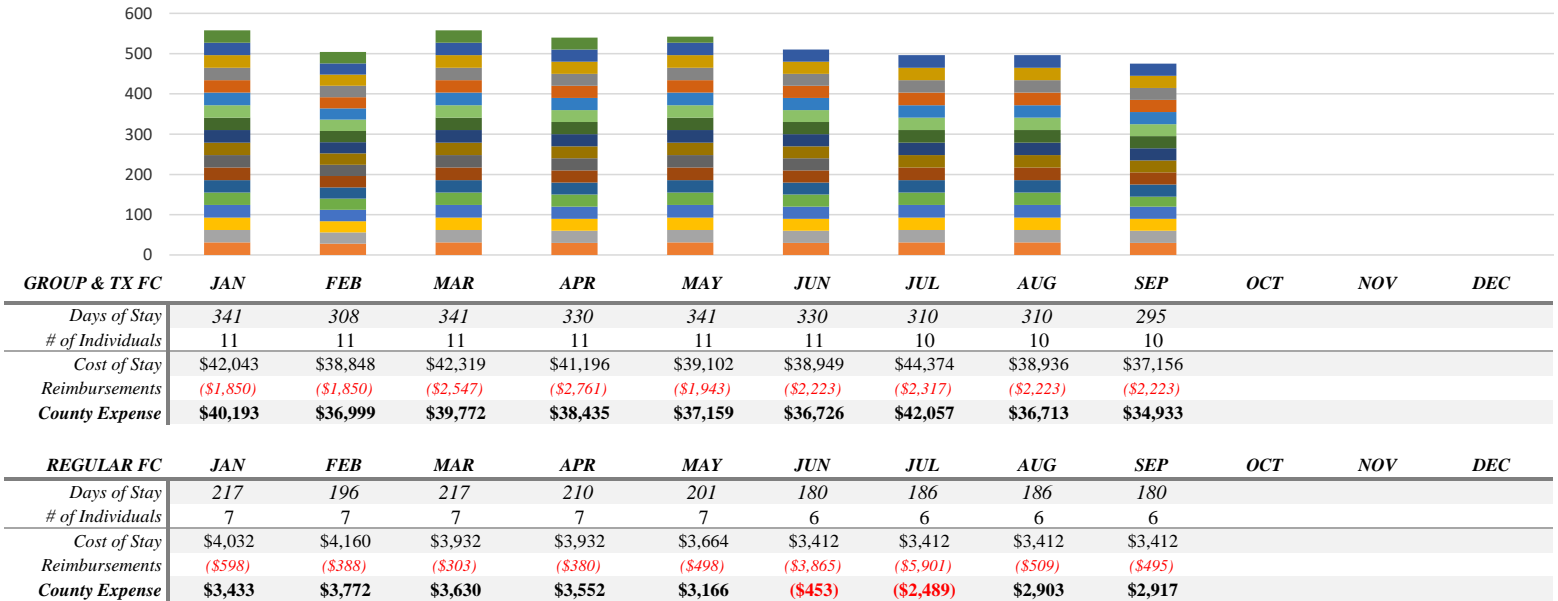
**YTD DETENTION**

Days of Stay 0  
# of Individuals 0  
Cost of Stay \$0  
Reimbursements \$0  
**County Expense \$0**

**CHILD FOSTERCARE AND TREATMENT FOSTERCARE PLACEMENTS**

*Includes regularly licensed fostercare homes, licensed treatment fostercare homes, and youth group homes*

*Cost Range: Group Hm \$170 to \$253; Tx FC \$74 to \$140 per day; Regular FC \$13 to \$67 per day*



**YTD GROUP HOME & TREATMENT FOSTERCARE**

Days of Stay 2906  
# of Individuals 11  
Cost of Stay \$362,924  
Reimbursements (\$19,938)  
**County Expense \$342,986**

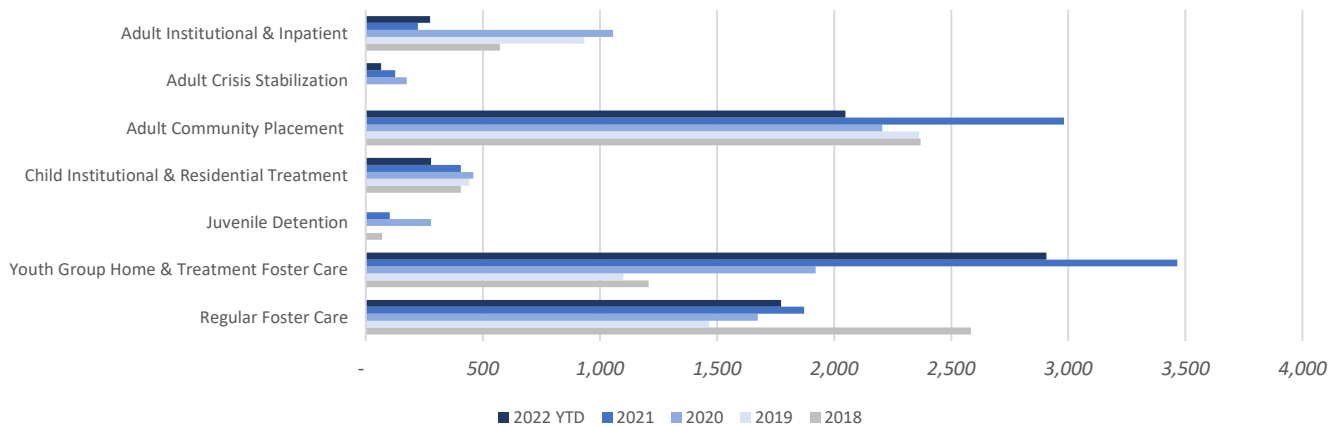
**YTD REGULAR FOSTERCARE**

Days of Stay 1773  
# of Individuals 7  
Cost of Stay \$33,368  
Reimbursements (\$12,938)  
**County Expense \$20,430**

FUND 44 BEGINNING BALANCE	\$700,000	
<b>TOTAL EXPENSE IN FUND 44:</b>	<b>\$514,700</b>	<b>74% utilized</b>
FUND 44 REMAINING BALANCE	\$185,300	

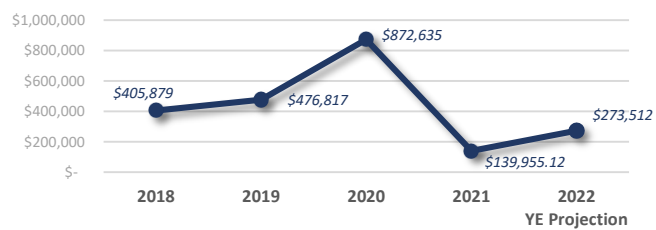
# HISTORY OF PLACEMENT TYPES

## Annual Days of Stay by Placement Type

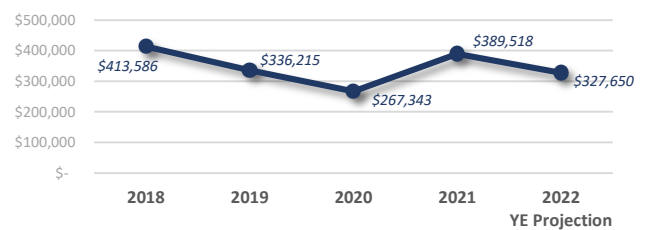


## Expense History by Placement Type

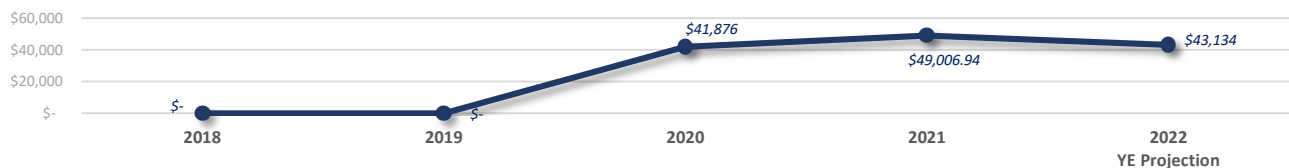
### Adult Institutional & Inpatient



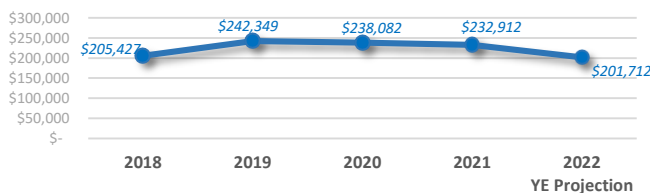
### Adult Community Placement



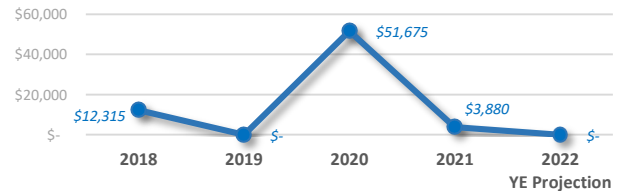
### Adult Crisis Stabilization



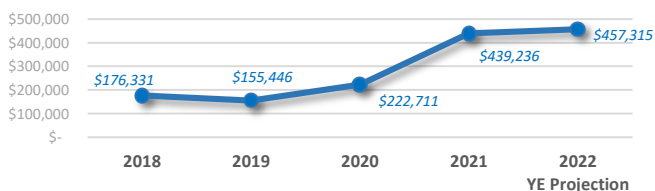
### Child Institutional & Residential Treatment



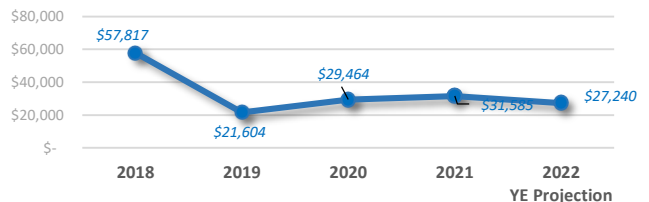
### Juvenile Detention



### Youth Group Home & Treatment Foster Care



### Regular Foster Care



# Contract Monitoring Report

SEPT 75%

2022

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Southwest Wisconsin Workforce Development Board	Angie Rizner	\$525,000.00	\$315,923.00	September	\$315,923.00	\$209,077.00	60.18%
Children's Hospital of Wisconsin Community Services-Children's	Jessica Tisdale	\$250,000.00	\$137,045.00	October	\$137,045.00	\$112,955.00	54.82%
Chileda Institute	Jessica Tisdale	\$255,000.00	\$206,656.00	October	\$206,656.00	\$48,344.00	81.04%
Community Care Resources	Jessica Tisdale	\$175,000.00	\$79,009.00	October	\$79,009.00	\$95,991.00	45.15%
Family Services of Northeast Wisconsin	Jessica Tisdale	\$35,000.00	\$0.00	September	\$0.00	\$35,000.00	0.00%
Fond Du Lac County Department of Social Services	Jessica Tisdale	\$49,500.00	\$0.00	December	\$0.00	\$49,500.00	0.00%
Forward Home for Boys	Jessica Tisdale	\$100,000.00	\$80,840.00	October	\$80,840.00	\$19,160.00	80.84%
Lutheran Social Services of WI & Upper Michigan, Inc.	Jessica Tisdale	\$10,500.00	\$0.00	September	\$0.00	\$10,500.00	0.00%
All Star Elevator, LLC	Laurie Couey	\$30,000.00	\$0.00	September	\$0.00	\$30,000.00	0.00%
Anytime Fitness	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Artisans' Shop LLC	Laurie Couey	\$25,000.00	\$0.00	September	\$0.00	\$25,000.00	0.00%
Autism Society of Greater Wisconsin	Laurie Couey	\$11,000.00	\$225.00	September	\$225.00	\$10,775.00	2.05%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Children's Hospital of Wisconsin Community Services-Children's	Laurie Couey	\$11,000.00	\$0.00	October	\$0.00	\$11,000.00	0.00%
Christian Servants Home Care, LLC	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Community Care Resources	Laurie Couey	\$11,000.00	\$0.00	October	\$0.00	\$11,000.00	0.00%
Cooperative Educational Service Agency (CESA) 3	Laurie Couey	\$20,000.00	\$4,823.00	September	\$4,823.00	\$15,177.00	24.12%
CR Therapy	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Easter Seals of Wisconsin, Inc.	Laurie Couey	\$11,000.00	\$980.00	September	\$980.00	\$10,020.00	8.91%
Elevation Dance Academy	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
GAP Fit-N-Fun	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
J & B Medical Supply	Laurie Couey	\$11,000.00	\$6,925.00	September	\$6,925.00	\$4,075.00	62.95%
Logan James Herr Foundation Inc. DBA Logan's Heart and Smiles	Laurie Couey	\$40,000.00	\$600.00	September	\$600.00	\$39,400.00	1.50%
Lori Knapp, Inc.	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
M Squared NC, LLC dba Action Fence	Laurie Couey	\$35,000.00	\$24,623.00	September	\$24,623.00	\$10,377.00	70.35%
Memorial Hospital of Boscobel, Inc.	Laurie Couey	\$75,000.00	\$11,633.00	September	\$11,633.00	\$63,367.00	15.51%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
National Seating and Mobility	Laurie Couey	\$11,000.00	\$4,647.00	September	\$4,647.00	\$6,353.00	42.25%
Paquette Therapy, LLC	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Premier Financial Management Services	Laurie Couey	\$210,000.00	\$45,101.00	September	\$45,101.00	\$164,899.00	21.48%
Rural Wisconsin Health Cooperative	Laurie Couey	\$75,000.00	\$37,749.00	September	\$37,749.00	\$37,251.00	50.33%
RV Lexington Fitness LLC	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Soaring Skills, LLC	Laurie Couey	\$25,000.00	\$0.00	September	\$0.00	\$25,000.00	0.00%
St. Joseph's Health Services, Inc.	Laurie Couey	\$75,000.00	\$42,509.00	September	\$42,509.00	\$32,491.00	56.68%
The Richland Hospital, Inc.	Laurie Couey	\$25,000.00	\$22,475.00	December	\$22,475.00	\$2,525.00	89.90%
VARC, Inc.	Laurie Couey	\$25,000.00	\$0.00	September	\$0.00	\$25,000.00	0.00%
Wisconsin Badger Camp	Laurie Couey	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Wisconsin Community Health Alliance, LLC	Rose Kohout	\$27,000.00	\$0.00	December	\$0.00	\$27,000.00	0.00%
Annika Mersmann	Teresa Nundahl	\$49,500.00	\$8,722.00	September	\$8,722.00	\$40,778.00	17.62%
Carley Adult Family Home	Teresa Nundahl	\$49,500.00	\$0.00	December	\$0.00	\$49,500.00	0.00%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Community Service Associates dba Pauquette Center for Psychological	Teresa Nundahl	\$30,000.00	\$0.00	September	\$0.00	\$30,000.00	0.00%
Cornerstone Foundation dba Lucky Star 3 Corporation	Teresa Nundahl	\$250,000.00	\$95,724.00	September	\$95,724.00	\$154,276.00	38.29%
Coulee Region Psychiatric Services, S.C.	Teresa Nundahl	\$35,000.00	\$21,763.00	October	\$21,763.00	\$13,237.00	62.18%
Diane's Adult Family Home	Teresa Nundahl	\$125,000.00	\$54,582.00	September	\$54,582.00	\$70,418.00	43.67%
Driftless Counseling, LLC dba Trailhead Therapy and Mentoring	Teresa Nundahl	\$900,000.00	\$556,451.00	September	\$556,451.00	\$343,549.00	61.83%
Evergreen Manor III	Teresa Nundahl	\$75,000.00	\$0.00	September	\$0.00	\$75,000.00	0.00%
Evergreen Manor, Inc.	Teresa Nundahl	\$75,000.00	\$41,868.00	September	\$41,868.00	\$33,132.00	55.82%
Fitness Choices	Teresa Nundahl	\$49,500.00	\$23,456.00	September	\$23,456.00	\$26,044.00	47.39%
Gundersen Lutheran Administrative Services, Inc.	Teresa Nundahl	\$49,500.00	\$523.00	September	\$523.00	\$48,977.00	1.06%
Harmony Place Assisted Living DBA Harmony Acres	Teresa Nundahl	\$49,500.00	\$0.00	September	\$0.00	\$49,500.00	0.00%
Harmony Place Assisted Living DBA Harmony Hills	Teresa Nundahl	\$49,500.00	\$0.00	September	\$0.00	\$49,500.00	0.00%
Harmony Place Assisted Living, LLC	Teresa Nundahl	\$49,500.00	\$0.00	September	\$0.00	\$49,500.00	0.00%
Independent Living Resources	Teresa Nundahl	\$15,000.00	\$0.00	September	\$0.00	\$15,000.00	0.00%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Jackie Nitschke Center	Teresa Nundahl	\$13,500.00	\$0.00	December	\$0.00	\$13,500.00	0.00%
Jean Warrior, Ph.D.	Teresa Nundahl	\$30,000.00	\$11,232.00	October	\$11,232.00	\$18,768.00	37.44%
Jessica Leinberger Counseling, LLC	Teresa Nundahl	\$49,500.00	\$30,805.00	September	\$30,805.00	\$18,695.00	62.23%
Kareo	Teresa Nundahl	\$22,000.00	\$17,372.00	October	\$17,372.00	\$4,628.00	78.96%
KNH, LLC	Teresa Nundahl	\$260,000.00	\$54,254.00	October	\$54,254.00	\$205,746.00	20.87%
Lutheran Social Services of WI & Upper Michigan, Inc.	Teresa Nundahl	\$49,500.00	\$5,208.00	September	\$5,208.00	\$44,292.00	10.52%
Mayo Clinic Health System - Franciscan Medical Center, Inc.	Teresa Nundahl	\$11,000.00	\$0.00	September	\$0.00	\$11,000.00	0.00%
Midwest Monitoring and Surveillance	Teresa Nundahl	\$15,000.00	\$728.00	September	\$728.00	\$14,272.00	4.85%
Miramont Behavioral Health	Teresa Nundahl	\$49,500.00	\$0.00	September	\$0.00	\$49,500.00	0.00%
New Day Counseling, LLC	Teresa Nundahl	\$49,500.00	\$1,638.00	September	\$1,638.00	\$47,862.00	3.31%
Northwest Counseling & Guidance Clinic	Teresa Nundahl	\$90,000.00	\$63,898.00	September	\$63,898.00	\$26,102.00	71.00%
Options Lab, Inc.	Teresa Nundahl	\$15,000.00	\$1,058.00	September	\$1,058.00	\$13,942.00	7.05%
Orion Family Services	Teresa Nundahl	\$49,500.00	\$4,125.00	September	\$4,125.00	\$45,375.00	8.33%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
RTP (WI), S.C. dba Array Behavioral Care	Teresa Nundahl	\$130,000.00	\$55,868.00	September	\$55,868.00	\$74,132.00	42.98%
Sacred Heart Hospital of the Hospital Sister of the Third Order	Teresa Nundahl	\$49,500.00	\$0.00	December	\$0.00	\$49,500.00	0.00%
Schmidt Consulting, LLC	Teresa Nundahl	\$30,000.00	\$3,624.00	September	\$3,624.00	\$26,376.00	12.08%
Seasons Counseling, LLC	Teresa Nundahl	\$25,000.00	\$0.00	September	\$0.00	\$25,000.00	0.00%
Shay Rehabilitation & Psychological Services, INC dba	Teresa Nundahl	\$300,000.00	\$146,152.00	September	\$146,152.00	\$153,848.00	48.72%
Southwestern WI Community Action Program, Inc	Teresa Nundahl	\$24,300.00	\$0.00	September	\$0.00	\$24,300.00	0.00%
St. Joseph's Hospital of the Hospital Sister of the Third Order	Teresa Nundahl	\$49,500.00	\$0.00	December	\$0.00	\$49,500.00	0.00%
Tellurian, Inc.	Teresa Nundahl	\$115,000.00	\$33,750.00	September	\$33,750.00	\$81,250.00	29.35%
Therapy Without Walls, LLC	Teresa Nundahl	\$49,500.00	\$0.00	September	\$0.00	\$49,500.00	0.00%
TLC Senior Home Care, LLC	Teresa Nundahl	\$85,000.00	\$54,873.00	September	\$54,873.00	\$30,127.00	64.56%
Trempealeau County Health Care Center	Teresa Nundahl	\$270,000.00	\$0.00	September	\$0.00	\$270,000.00	0.00%
VARC, Inc.	Teresa Nundahl	\$49,500.00	\$7,792.00	September	\$7,792.00	\$41,708.00	15.74%
Viroqua Nutrition Counseling, LLC	Teresa Nundahl	\$15,000.00	\$0.00	September	\$0.00	\$15,000.00	0.00%



Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Vista Care Wisconsin	Teresa Nundahl	\$840,000.00	\$524,340.00	August	\$524,340.00	\$315,660.00	62.42%
Wisconsin Family Ties	Teresa Nundahl	\$36,000.00	\$0.00	September	\$0.00	\$36,000.00	0.00%
You Are Enough Counseling, LLC	Teresa Nundahl	\$49,500.00	\$0.00	September	\$0.00	\$49,500.00	0.00%
Winnebago Mental Health Institute	Tricia Clements	\$500,000.00	\$327,560.00	September	\$327,560.00	\$172,440.00	65.51%

## NEW CONTRACTS/AGREEMENTS/MOUS

<b>RICHLAND COUNTY HEALTH AND HUMAN SERVICES</b> <b>2022 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (11-10-2022)</b>		
<b>CORE TREATMENT SERVICES, INC.</b>	Request Board approval to enter into an agreement with <u>CORE Treatment Services, Inc.</u> to provide inpatient residential AODA treatment to individuals who are being served by the Behavioral Health Services Unit. (Manitowoc)	Requesting Board approval to enter into an agreement with <u>CORE Treatment Services, Inc.</u> for a total amount not to exceed <b>\$9,500.</b>
<b>HAILEY SCHNEIDER, APNP</b>	Request Board approval to enter into an agreement with <u>Hailey Schneider, APNP</u> to provide medication management and individual outpatient services to individuals who are being served by the Behavioral Health Services Unit. (La Crosse)	Requesting Board approval to enter into an agreement with <u>Hailey Schneider, APNP</u> for a total amount not to exceed <b>\$9,500.</b>
<b>HANSEN ASSESSMENT AND EDUCATIONAL SERVICES</b>	Request Board approval to enter into an agreement with <u>Hansen Assessment and Educational Services</u> to provide substance abuse consultation and supervision to Behavioral Health Services Unit staff. (Viroqua)	Requesting Board approval to enter into an agreement with <u>Hansen Assessment and Educational Services</u> for a total amount not to exceed <b>\$1,200.</b>
<b>VILLAGE CAREGIVING, LLC</b>	Request Board approval to enter into an agreement with <u>Village Caregiving, LLC</u> to provide respite, in home chores, personal care, errands, home companionship, and adult day center services to individuals being served by the ADRC. (Madison)	Requesting Board approval to enter into an agreement with <u>Village Caregiving, LLC</u> for a total amount not to exceed <b>\$1,000.</b>

**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**2023 HHS Contracts < \$50,000**

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>A &amp; J Vans, Inc. dba A &amp; J Mobility</b>	Behavioral Health Services Unit provider of vehicle adaptive aids to children with disabilities.	McFarland	\$ 25,000	\$ 22,475	No	\$ 25,000
<b>Annika Mersmann</b>	Behavioral Health Services Unit provider of wellness management and individual skills development services for Comprehensive Community Services consumers.	Viroqua	\$ 49,500	\$ 7,458	No	\$ 49,500
<b>Autism Society of Greater Wisconsin</b>	Behavioral Health Services Unit provider of training for unpaid family and caregivers of children with disabilities.	Menasha	\$ 11,000	\$ -	No	\$ 11,000
<b>Cooperative Educational Service Agency (CESA) 3</b>	Behavioral Health Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program.	Fennimore	Original \$11,000 Amended \$20,000	\$ 4,823	No	\$ 15,000
<b>Christian Servants Home Care, LLC</b>	Behavioral Health Services Unit provider of care services to children with disabilities.	Appleton	\$ 11,000	\$ -	No	\$ 11,000
<b>Community Service Associates dba Pauquette Center for Psychological Services</b>	Behavioral Health Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.	Richland Center	\$ 30,000	\$ -	No	\$ 30,000
<b>Coulee Region Psychiatric Services, S.C.</b>	Behavioral Health Services Unit provider of in-person Behavioral Health /psychiatric supervision and consultation. Dr. Thomas Trannel will serve as the Clinical Director.	Onalaska	\$ 35,000	\$ 20,000	No	\$ 35,000
<b>CR Therapy</b>	Behavioral Health Services Unit provider of recreation/alternative activities to children with disabilities.	Spring Green	\$ 11,000	\$ -		\$ 11,000
<b>Dane County Fence and Deck Company, Inc. dba Fence World of Janesville and Fence World of East Troy</b>	Behavioral Health Services Unit provider of home modifications to children with disabilities.	Madison	\$ -	\$ -	No	\$ 49,500
<b>Easter Seals of Wisconsin, Inc.</b>	Behavioral Health Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.	Madison	\$ 11,000	\$ 980	No	\$ 11,000
<b>Elevation Dance Academy, LLC</b>	Behavioral Health Services Unit provider of recreation/alternative activities to children with disabilities.	Spring Green	\$ 11,000	\$ -	No	\$ 11,000
<b>Fitness Choices</b>	Behavioral Health Services Unit provider of recovery education and wellness management services to Comprehensive Community Services consumers.	Viola	\$ 49,500	\$ 22,198	No	\$ 49,500

\* Note: Includes provider bills submitted and paid as of 10/10/2022.

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>Gundersen Lutheran Administrative Services, Inc. independently and as agent for Gundersen Lutheran Medical Center, Inc. and Gundersen Clinic, LTD.</b>	Behavioral Health Services Unit provider of residential treatment services for substance abuse treatment, detox services for persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.	La Crosse	\$ 49,500	\$ 523	Partially	\$ 49,500
<b>Harmony Place Assisted Living, LLC</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Richland Center	\$ 49,500	\$ -	Partially	\$ 49,500
<b>Harmony Place Assisted Living dba Harmony Acres</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Cazenovia	\$ 49,500	\$ -	Partially	\$ 49,500
<b>Harmony Place Assisted Living dba Harmony Hills</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Loganville	\$ 49,500	\$ -	Partially	\$ 49,500
<b>Highland Springs Counseling, LLC</b>	Behavioral Health Services Unit provider of outpatient and group therapy services; specifically Prime for Life Group and Richland County Treatment Court Group.	Highland	\$ -	\$ -	Partially	\$ 17,500
<b>Impact Community Planning Group, LLC</b>	Offers assistance to the Public Health Unit for the development of the Community Health Needs Assessment (CHNA) / Community Health Improvement Plan (CHIP). [1/1/2023-3/31/2023]	Marshfield	\$ 27,000	\$ 5,400	No	\$ 14,000
<b>Independent Living Resources</b>	Behavioral Health Services Unit provider of peer/advocate support services for Community Recovery Services and Comprehensive Community Services consumers.	Richland Center	\$ 15,000	\$ -	No	\$ 15,000
<b>J &amp; B Medical Supply Co., Inc.</b>	Behavioral Health Services Unit provider of specialized medical & therapeutic supplies to children with disabilities.	Wixom, MI	\$ 11,000	\$ 5,888	No	\$ 20,000
<b>Jean Warrior, Ph. D.</b>	Contracted provider of psychological testing and evaluations for court ordered evaluations, including guardianships/protective placements, criminal, and CHIPS/JIPS issues; and evaluations to assess eligibility for programs, diagnosis, and to assist with appropriate treatment planning.	Verona	\$ 30,000	\$ 10,452	No	\$ 30,000
<b>Jessica Leinberger Counseling, LLC</b>	Behavioral Health Services Unit provider of psychological services to Comprehensive Community Services consumers.	Viroqua	Original \$25,000 Amended \$49,500	\$ 28,780	No	\$ 49,500

\* Note: Includes provider bills submitted and paid as of 10/10/2022.

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>Kareo</b>	Behavioral Health Services Unit provider of an Electronic Health Records (EHR) system which routinely requires maintenance, upgrades, and further customizations to meet our programmatic changes and financial claiming needs.	Irvine, CA	\$ 22,000	\$ 15,635	Partially	\$ 22,000
<b>Logan James Herr Foundation, Inc. dba Logan's Heart and Smiles</b>	Behavioral Health Services Unit provider of home modifications to children with disabilities.	Oregon	\$ 40,000	\$ -		\$ 49,500
<b>Lori Knapp, Inc.</b>	ADRC provider of personal care, in-home chore, errands and respite services to clients. Behavioral Health Services Unit provider of respite and personal supports to children with disabilities.	Platteville	Original \$9,000 Amended \$11,000	\$ 1,265	No	\$ 20,000
<b>Lutheran Social Services of WI and Upper Michigan, Inc.</b>	Behavioral Health Services Unit provider of Comprehensive Community Services psychosocial support services.	Baraboo	\$ 60,000	\$ 5,036	Partially	\$ 49,500
<b>M Squared NC, LLC dba Action Fence</b>	Behavioral Health Services Unit provider of home modifications to children with disabilities.	Madison	Original \$25,000 Amended \$35,000	\$ 24,623	No	\$ 49,500
<b>Mayo Clinic Health System - Franciscan Medical Center, Inc.</b>	Behavioral Health Services Unit provider of residential treatment services for substance abuse treatment, detox services persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.	La Crosse	\$ 11,000	\$ -	Partially	\$ 11,000
<b>Midwest Monitoring and Surveillance</b>	Behavioral Health Services Unit provider of SoberLink monitoring equipment for Sobriety Court participants. Child & Youth Services provider of laboratory drug testing supplies and equipment utilized by youth and adults.	Burnsville, MN	\$ 20,000	\$ 392	No	\$ 20,000
<b>Miramont Behavioral Health</b>	Behavioral Health Services and Child & Youth Services Unit provider of inpatient hospitalizations or emergency detentions to individuals in need.	Middleton	\$ 49,500	\$ -		\$ 49,500
<b>National Seating and Mobility, Inc.</b>	Behavioral Health Services Unit provider of adaptive aids and other related items to children with disabilities.	Madison	\$ 11,000	\$ 4,647	No	\$ 11,000
<b>Options Lab, Inc.</b>	Behavioral Health Services Unit provider of alcohol and drug testing services to Sobriety Court participants.	Appleton	\$ 15,000	\$ 1,050	No	\$ 15,000
<b>Orion Family Services</b>	Behavioral Health Services Unit provider of psychotherapy and psychoeducation services to Comprehensive Community Services consumers.	Madison	\$ 49,500	\$ 4,125	No	\$ 49,500
<b>Paquette Therapy, LLC</b>	Behavioral Health Services Unit provider of counseling and therapeutic services to children with disabilities.	La Crosse	\$ 11,000	\$ -		\$ 11,000

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<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>Schmidt Consulting, LLC</b>	Behavioral Health Services Unit provider of substance abuse consultation and supervision to staff.	Viroqua	\$ 30,000	\$ 3,624	No	\$ 30,000
<b>Schmitt Woodland Hills</b>	Behavioral Health Services Adult Protective Services and ADRC provider of in-home services, personal care, chores, transportation, errands, and respite through their House Calls Unit.	Richland Center	\$ 14,000	\$ 1,565	No	\$ 14,000
<b>Seasons Counseling, LLC</b>	Behavioral Health Services Unit provider of psychotherapy services for Comprehensive Community Services consumers.	Baraboo	\$ 25,000	\$ -	No	\$ 25,000
<b>Soaring Skills, LLC</b>	Behavioral Health Services Unit provider of daily living skills training to children with disabilities.	Viroqua	\$ 25,000	\$ -		\$ 25,000
<b>Therapy Without Walls, LLC</b>	Behavioral Health Services Unit provider of psychotherapy, community skills development, and a variety of other services to Comprehensive Community Services consumers.	Reedsburg	\$ 49,500	\$ -	No	\$ 49,500
<b>VARC, Inc.</b>	Behavioral Health Services Unit provider of employment skills training for Comprehensive Community Services consumers who due to mental health issues are unable to find or maintain employment without support.	Viroqua	\$ 74,500	\$ 7,007	No	\$ 49,500
<b>Viroqua Nutrition Counseling, LLC</b>	Behavioral Health Services Unit provider of recovery education and wellness management to Comprehensive Community Services consumers.	Viroqua	\$ 15,000	\$ -	No	\$ 15,000
<b>Wisconsin Badger Camp</b>	Behavioral Health Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.	Platteville	\$ 11,000	\$ -	No	\$ 11,000
<b>Wisconsin Family Ties</b>	Behavioral Health Services Unit provider of Peer Support Specialist services.	Madison	\$ 36,000	\$ -	Partially	\$ 36,000
<b>You Are Enough Counseling, LLC</b>	Behavioral Health Services Unit provider of counseling to Comprehensive Community Services consumers.	Avoca	\$ 49,500	\$ -	No	\$ 49,500
<b>Total 2023 Contracts &lt; \$50,000:</b>			<b>\$ 1,259,000</b>	<b>\$ 197,946</b>		<b>\$ 1,314,500</b>

\* Note: Includes provider bills submitted and paid as of 10/10/2022.

**RICHLAND COUNTY HEALTH AND HUMAN SERVICES**  
**2023 HHS Contracts < \$50,000**

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
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<b>Annika Mersmann</b>	Behavioral Health Services Unit provider of wellness management and individual skills development services for Comprehensive Community Services consumers.	Viroqua	\$ 49,500	\$ 7,458	No	\$ 49,500
<b>Autism Society of Greater Wisconsin</b>	Behavioral Health Services Unit provider of training for unpaid family and caregivers of children with disabilities.	Menasha	\$ 11,000	\$ -	No	\$ 11,000
<b>Cooperative Educational Service Agency (CESA) 3</b>	Behavioral Health Services Unit provider of occupational and physical therapy services to children being served by the Birth to Three Program.	Fennimore	Original \$11,000 Amended \$20,000	\$ 4,823	No	\$ 15,000
<b>Christian Servants Home Care, LLC</b>	Behavioral Health Services Unit provider of care services to children with disabilities.	Appleton	\$ 11,000	\$ -	No	\$ 11,000
<b>Community Service Associates dba Pauquette Center for Psychological Services</b>	Behavioral Health Services Unit provider of psychotherapy, counseling, and assessment services for Comprehensive Community Services consumers.	Richland Center	\$ 30,000	\$ -	No	\$ 30,000
<b>Coulee Region Psychiatric Services, S.C.</b>	Behavioral Health Services Unit provider of in-person Behavioral Health /psychiatric supervision and consultation. Dr. Thomas Trannel will serve as the Clinical Director.	Onalaska	\$ 35,000	\$ 20,000	No	\$ 35,000
<b>CR Therapy</b>	Behavioral Health Services Unit provider of recreation/alternative activities to children with disabilities.	Spring Green	\$ 11,000	\$ -		\$ 11,000
<b>Dane County Fence and Deck Company, Inc. dba Fence World of Janesville and Fence World of East Troy</b>	Behavioral Health Services Unit provider of home modifications to children with disabilities.	Madison	\$ -	\$ -	No	\$ 49,500
<b>Easter Seals of Wisconsin, Inc.</b>	Behavioral Health Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.	Madison	\$ 11,000	\$ 980	No	\$ 11,000
<b>Elevation Dance Academy, LLC</b>	Behavioral Health Services Unit provider of recreation/alternative activities to children with disabilities.	Spring Green	\$ 11,000	\$ -	No	\$ 11,000
<b>Fitness Choices</b>	Behavioral Health Services Unit provider of recovery education and wellness management services to Comprehensive Community Services consumers.	Viola	\$ 49,500	\$ 22,198	No	\$ 49,500

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<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 Contract</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 Contract</i>
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<b>Harmony Place Assisted Living, LLC</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Richland Center	\$ 49,500	\$ -	Partially	\$ 49,500
<b>Harmony Place Assisted Living dba Harmony Acres</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Cazenovia	\$ 49,500	\$ -	Partially	\$ 49,500
<b>Harmony Place Assisted Living dba Harmony Hills</b>	Behavioral Health Services Unit provider of CBRF services for consumers who due to mental health issues are unable to live independently.	Loganville	\$ 49,500	\$ -	Partially	\$ 49,500
<b>Impact Community Planning Group, LLC</b>	Offers assistance to the Public Health Unit for the development of the Community Health Needs Assessment (CHNA) / Community Health Improvement Plan (CHIP). [1/1/2023-3/31/2023]	Marshfield	\$ 27,000	\$ 5,400		\$ 14,000
<b>Independent Living Resources</b>	Behavioral Health Services Unit provider of peer/advocate support services for Community Recovery Services and Comprehensive Community Services consumers.	Richland Center	\$ 15,000	\$ -	No	\$ 15,000
<b>J &amp; B Medical Supply Co., Inc.</b>	Behavioral Health Services Unit provider of specialized medical & therapeutic supplies to children with disabilities.	Wixom, MI	\$ 11,000	\$ 5,888	No	\$ 20,000
<b>Jean Warrior, Ph. D.</b>	Contracted provider of psychological testing and evaluations for court ordered evaluations, including guardianships/protective placements, criminal, and CHIPS/JIPS issues; and evaluations to assess eligibility for programs, diagnosis, and to assist with appropriate treatment planning.	Verona	\$ 30,000	\$ 10,452	No	\$ 30,000
<b>Jessica Leinberger Counseling, LLC</b>	Behavioral Health Services Unit provider of psychological services to Comprehensive Community Services consumers.	Viroqua	Original \$25,000 Amended \$49,500	\$ 28,780	No	\$ 49,500
<b>Kareo</b>	Behavioral Health Services Unit provider of an Electronic Health Records (EHR) system which routinely requires maintenance, upgrades, and further customizations to meet our programmatic changes and financial claiming needs.	Irvine, CA	\$ 22,000	\$ 15,635	Partially	\$ 22,000



<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>Logan James Herr Foundation, Inc. dba Logan's Heart and Smiles</b>	Behavioral Health Services Unit provider of home modifications to children with disabilities.	Oregon	\$ 40,000	\$ -		\$ 49,500
<b>Lori Knapp, Inc.</b>	ADRC provider of personal care, in-home chore, errands and respite services to clients. Behavioral Health Services Unit provider of respite and personal supports to children with disabilities.	Platteville	Original \$9,000 Amended \$11,000	\$ 1,265	No	\$ 20,000
<b>Lutheran Social Services of WI and Upper Michigan, Inc.</b>	Behavioral Health Services Unit provider of Comprehensive Community Services psychosocial support services.	Baraboo	\$ 60,000	\$ 5,036	Partially	\$ 49,500
<b>M Squared NC, LLC dba Action Fence</b>	Behavioral Health Services Unit provider of home modifications to children with disabilities.	Madison	Original \$25,000 Amended \$35,000	\$ 24,623	No	\$ 49,500
<b>Mayo Clinic Health System - Franciscan Medical Center, Inc.</b>	Behavioral Health Services Unit provider of residential treatment services for substance abuse treatment, detox services persons taken into protective custody due to incapacitation by alcohol, and for acute inpatient psychiatric services for emergency mental health hospitalizations.	La Crosse	\$ 11,000	\$ -	Partially	\$ 11,000
<b>Midwest Monitoring and Surveillance</b>	Behavioral Health Services Unit provider of SoberLink monitoring equipment for Sobriety Court participants. Child & Youth Services provider of laboratory drug testing supplies and equipment utilized by youth and adults.	Burnsville, MN	\$ 20,000	\$ 392	No	\$ 20,000
<b>Miramont Behavioral Health</b>	Behavioral Health Services and Child & Youth Services Unit provider of inpatient hospitalizations or emergency detentions to individuals in need.	Middleton	\$ 49,500	\$ -		\$ 49,500
<b>National Seating and Mobility, Inc.</b>	Behavioral Health Services Unit provider of adaptive aids and other related items to children with disabilities.	Madison	\$ 11,000	\$ 4,647	No	\$ 11,000
<b>Options Lab, Inc.</b>	Behavioral Health Services Unit provider of alcohol and drug testing services to Sobriety Court participants.	Appleton	\$ 15,000	\$ 1,050	No	\$ 15,000
<b>Orion Family Services</b>	Behavioral Health Services Unit provider of psychotherapy and psychoeducation services to Comprehensive Community Services consumers.	Madison	\$ 49,500	\$ 4,125	No	\$ 49,500
<b>Paquette Therapy, LLC</b>	Behavioral Health Services Unit provider of counseling and therapeutic services to children with disabilities.	La Crosse	\$ 11,000	\$ -		\$ 11,000
<b>Schmidt Consulting, LLC</b>	Behavioral Health Services Unit provider of substance abuse consultation and supervision to staff.	Viroqua	\$ 30,000	\$ 3,624	No	\$ 30,000

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>Schmitt Woodland Hills</b>	<i>Behavioral Health Services Adult Protective Services and ADRC provider of in-home services, personal care, chores, transportation, errands, and respite through their House Calls Unit.</i>	<i>Richland Center</i>	\$ 14,000	\$ 1,565	No	\$ 14,000
<b>Seasons Counseling, LLC</b>	<i>Behavioral Health Services Unit provider of psychotherapy services for Comprehensive Community Services consumers.</i>	<i>Baraboo</i>	\$ 25,000	\$ -	No	\$ 25,000
<b>Soaring Skills, LLC</b>	<i>Behavioral Health Services Unit provider of daily living skills training to children with disabilities.</i>	<i>Viroqua</i>	\$ 25,000	\$ -		\$ 25,000
<b>Therapy Without Walls, LLC</b>	<i>Behavioral Health Services Unit provider of psychotherapy, community skills development, and a variety of other services to Comprehensive Community Services consumers.</i>	<i>Reedsburg</i>	\$ 49,500	\$ -	No	\$ 49,500
<b>VARC, Inc.</b>	<i>Behavioral Health Services Unit provider of employment skills training for Comprehensive Community Services consumers who due to mental health issues are unable to find or maintain employment without support.</i>	<i>Viroqua</i>	\$ 74,500	\$ 7,007	No	\$ 49,500
<b>Viroqua Nutrition Counseling, LLC</b>	<i>Behavioral Health Services Unit provider of recovery education and wellness management to Comprehensive Community Services consumers.</i>	<i>Viroqua</i>	\$ 15,000	\$ -	No	\$ 15,000
<b>Wisconsin Badger Camp</b>	<i>Behavioral Health Services Unit provider of summer camp services to offer socialization or respite to children with disabilities.</i>	<i>Platteville</i>	\$ 11,000	\$ -	No	\$ 11,000
<b>Wisconsin Family Ties</b>	<i>Behavioral Health Services Unit provider of Peer Support Specialist services.</i>	<i>Madison</i>	\$ 36,000	\$ -	Partially	\$ 36,000
<b>You Are Enough Counseling, LLC</b>	<i>Behavioral Health Services Unit provider of counseling to Comprehensive Community Services consumers.</i>	<i>Avoca</i>	\$ 49,500	\$ -	No	\$ 49,500
<b>Total 2023 Contracts &lt; \$50,000:</b>			<b>\$ 1,259,000</b>	<b>\$ 197,946</b>		<b>\$ 1,297,000</b>

\* Note: Includes provider bills submitted and paid as of 10/10/2022.

**RICHLAND COUNTY HEALTH & HUMAN SERVICES**  
**2023 Agreements < \$10,000**

<b>Provider Name</b>	<b>Provider Description</b>	<b>Location</b>	<b>2022 Contract</b>	<b>2022 Amount Expended *</b>	<b>County Tax Levy Funded</b>	<b>2023 Contract</b>
<b>Bethel Home Helping Hands</b>	ADRC provider of personal care, in-home chore and respite services to clients.	Viroqua	\$ 3,000	\$ -	No	\$ 3,000
<b>Bethlehem Lutheran Church</b>	Use of the school building as the Richland County Nutrition Program Rockbridge Meal Site. Meals are prepared by Richland County Food Service, delivered by Nutrition Program staff, and served at the school.	Rockbridge	\$ 7,000	\$ 3,600	Partially	\$ 4,800
<b>BI Incorporated</b>	Child & Youth Services Unit provider of monitors and sobriety to place in the homes of parents and/or juveniles.	Boulder, CO	\$ 5,000	\$ -	No	\$ 5,000
<b>Bindl Snowplowing</b>	Provider of snow plowing/removal services at the Community Services Building.	Richland Center	\$ 6,500	\$ 1,851	Yes	\$ 6,500
<b>Catholic Charities, Inc., Diocese of Madison dba 5 Door Recovery</b>	Behavioral Health Services provider of inpatient residential AODA treatment	Madison	\$ 9,500	\$ -		\$ 9,500
<b>Center Pharmacy</b>	ADRC provider of supplemental supplies and incontinence products to clients.	Richland Center	\$ 2,000	\$ -	No	\$ 2,000
<b>City of Richland Center</b>	Use of the Richland Community/Senior Center as the Richland County Nutrition Program Richland Center Meal Site. Meals are prepared by Richland County Food Service, delivered by Nutrition Program staff, and served at the facility.	Richland Center	\$ 7,000	\$ 2,475	Partially	\$ 3,600
<b>CORE Treatment Services, Inc.</b>	Behavioral Health Services Unit provider of Inpatient Residential AODA treatment.	Manitowoc	\$ 9,500	\$ -	Partially	\$ 9,500
<b>Family Support Services, LTD</b>	Child & Youth Services Unit provider of supervised visitation, transportation to visitation and parenting services to families.	Westby	\$ 9,500	\$ -	Partially	\$ 9,500
<b>Midwest Center for Psychotherapy and Sex Therapy</b>	Behavioral Health Services Unit provider of counseling and therapeutic resources.	Middleton	\$ -	\$ -	Partially	\$ 5,000
<b>Passages, Inc.</b>	Contract amount is a contribution the Finance Committee has instructed us to provide to Passages, Inc.	Richland Center	\$ 2,600	\$ 1,300	Yes	\$ 2,600
<b>Platteville Family Resource Center</b>	Child & Youth Services Unit provider of psychological testing for parents and children.	Platteville	\$ 9,500	\$ -	Yes	\$ 9,500
<b>Richland Electric Cooperative</b>	ADRC provider of first alert system installation for clients.	Richland Center	\$ 1,000	\$ 726	No	\$ 1,500
<b>Satori House</b>	Behavioral Health Services Unit provider of recovery coaching and peer support to consumers.	Baraboo	\$ 1,000	\$ -	No	\$ 1,000
<b>St. Anthony's Parish</b>	Use of the school building to prepare and serve meals for the Richland County Senior Nutrition Program Germantown Meal Site.	Cazenovia	\$ 13,500	\$ -	Partially	\$ 14,000
<b>Valued Relationships, Inc. (VRI)</b>	ADRC provider of personal emergency response systems for clients.	Franklin, OH	\$ 2,000	\$ 365	No	\$ 2,500
<b>Village Caregiving, LLC</b>	ADRC provider of respite, in home chores, homemaker, personal care, errands, home companionship, and adult day center services for clients	Madison	\$ 1,000	\$ -	No	\$ 3,000

\* Note: Includes provider bills submitted and paid as of 10/10/2022.

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 Contract</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 Contract</i>
<b>ZirMed, Inc./Waystar</b>	<i>Behavioral Health Services Unit provider of electronic claims submission and management software for the electronic health record (EHR) system.</i>	<i>Louisville, KY</i>	\$ 1,500	\$ 365	Yes	<b>\$ 1,500</b>
<b>Total 2023 Agreements &lt; \$10,000:</b>			<b>\$ 91,100</b>	<b>\$ 10,682</b>		<b>\$ 94,000</b>

**RICHLAND COUNTY HEALTH & HUMAN SERVICES**  
**2023 Memorandums of Understanding**

<i>Provider Name</i>	<i>Provider Description</i>	<i>Location</i>	<i>2022 MOU</i>	<i>2022 Amount Expended *</i>	<i>County Tax Levy Funded</i>	<i>2023 MOU</i>
<b><i>Richland County Food Service</i></b>	<i>Use of the UW-Richland Campus for preparation of Richland County Senior Nutrition Program meals to be delivered to the Richland Center and Rockbridge Meal Sites.</i>	<i>Richland Center</i>	\$ 130,000	\$ 61,818	Partially	\$ 130,000
<b><i>Symons Recreation Complex</i></b>	<i>Behavioral Health Services Unit provider of swimming services to Comprehensive Community Services consumers and children with disabilities, and ADRC provider of Stepping On, Tai Chi, &amp; Strong Bones Programs.</i>	<i>Richland Center</i>	\$ 15,000	\$ 1,903	Partially	\$ 20,000

**Total 2023 MOUs:                      \$ 145,000    \$ 63,721                      \$ 150,000**

\* Note: Includes provider bills submitted and paid as of 10/10/2022.

# Richland County Health and Human Services & Veterans Standing Committee

## Agenda Item

**Agenda Item Name:** Approve 2023 Vehicle Lease Agreement and Memorandum of Understanding

<b>Unit</b>	ADRC	<b>Presented By:</b>	Roxanne Klubertanz-Gerber
<b>Date of Meeting:</b>	November 10, 2022	<b>Action Needed:</b>	Vote // County Administrator
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	
<b>Date submitted:</b>	September 16, 2022	<b>Referred by:</b>	Transportation Coordinating Committee (TCC)

**Recommendation and/or action language:** Motion to.... Approve the 2023 vehicle lease agreement with Schmitt Woodland Hills and an MOU with Pine Valley Community Village.

**Background:** The Richland County Health & Human Services Department received vehicles with a grant from the Wisconsin Department of Transportation 5310 Program of the Federal Transit Administration (FTA). Annually, long-held vehicle lease agreements and an inter-department MOU for vehicle use are renewed with committee approval with the following vendors:

**Memorandum of Understanding:**

Pine Valley Community Village

1 Vehicle  
Lift equipped Medium Bus for 2 wheelchairs

**Lease Agreement:**

Schmitt Woodland Hills

1 Vehicle  
Lift equipped Medium Bus for 2 wheelchairs

The Transportation Coordinating Committee approved the continued leasing of the county vehicles during their meeting on 10/12/2022. All agreements will be effective from January 1, 2023 through December 31, 2023.

**Attachments and References:**

Vehicle Lease Agreement and MOU	
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**Financial Review:**

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	63
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	No financial impact		

**Approval:**



Department Head

**Review:**

Administrator, or Elected Office (if applicable)

RESOLUTION NO. 21 - 63

A Resolution Requiring Masks in County Owned Buildings.

WHEREAS the Health and Human Services Board serves as the local board of health per s.251.04 Wis. Stats.,

WHEREAS the local board of health is responsible to assure that measures are taken to provide an environment in which individuals can be healthy, and

WHEREAS COVID-19 disease activity in Wisconsin remains at a high level. All four "variants of concern" have been identified in the state and it is likely that these strains may be contributing to the current level of disease activity as these have the potential to spread more effectively throughout populations. As of May 11, 2021, 44.5% of Wisconsin residents had received at least one dosage of COVID-19 vaccine and 37.6% had completed the series. The goal for herd immunity in Wisconsin is much greater and the current vaccination rates do not offer the level of protection that will permit state residents to return to normal activities., and

WHEREAS in Richland County, COVID-19 disease activity is considered high. The P.1 variant (a variant of concern) has been identified locally. Vaccination rates include the following: 44.2% have received one dosage of a COVID-19-containing vaccine and 39.0% have completed the series, and

WHEREAS statewide, in last two weeks, a large proportion of positive COVID-19 cases occurred in 14-17 year olds. As of May 11<sup>th</sup>, those under the age of 16 are ineligible to be vaccinated and concerns exist regarding the continued transmission of the disease in this age group, and

WHEREAS given the fact that COVID-19 disease activity remains high, variants continue to circulate, and vaccination rates have not sufficiently risen to the levels necessary to offer community-wide protection, the use of preventive measures remains a critical part of protecting our staff and those we serve. The use of face-coverings, when used correctly and consistently, have been identified as an extremely effective method for minimizing the transmission of the COVID-19 virus, and

WHEREAS the Richland County Health Officer, Ms. Rose Kohout, has recommended requiring masks in county-owned buildings to the Health and Human Services Board, and

WHEREAS the Health and Human Services Board functioning as the local board of health has carefully considered this proposal and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that all individuals entering county-owned buildings shall be strongly recommended to wear a mask or face covering.

BE IT FURTHER RESOLVED that Richland County employees shall be strongly recommended to wear a mask or face covering in county-owned buildings except when alone in their office, work station, or enclosed work space, and

BE IT FURTHER RESOLVED that the County Administrator shall inform department heads of this requirement and provide policy guidance on its implementation and administration, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

COUNTY CLERK \_\_\_\_\_

DATED \_\_\_\_\_

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE HEALTH AND  
HUMAN SERVICES BOARD

	FOR	AGAINST
Kerry Severson	X	
Van Nelson	X	
Ingrid Glasbrenner	X	

# Richland County Health and Human Services & Veterans Standing Committee

## Agenda Item Cover

**Agenda Item Name:** Approve Mental Health Therapist Reclassification

<b>Unit</b>	Behavioral Health Services	<b>Presented By:</b>	Tricia Clements
<b>Date of Meeting:</b>	November 10, 2022	<b>Action Needed:</b>	Vote // Finance and Personnel//County Board
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	
<b>Date submitted:</b>	November 1, 2022	<b>Referred by:</b>	

**Recommendation and/or action language:** Motion to... Approve the reclassification of the Mental Health Therapist from Grade K to Grade L effective January 1, 2023, and forward the request onto the Finance & Personnel Standing Committee and County Board for approval.

**Background:** Richland County Health and Human Services has been struggling to fill the vacant Mental Health Therapist licensed positions (2) due to the current wage offering for the position. A market review of the position was requested to be completed by Carlson Dettmann and a recommendation was made to increase the position to Grade L.

**Attachments and References:**

Carlson Dettmann Memorandum dated October 26, 2022	Proposed Richland County Position Description
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**Financial Review:**

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

  
\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Administrator, or Elected Office (if applicable)





**CARLSON**  
**DETTMANN**  
CONSULTING

October 26, 2022

**MEMORANDUM**

**TO:** Tricia Clements & Cheryl Dull

**FR:** Joshua Cheeseman, Analyst

**RE:** Market Review – Mental Health Therapist

The County has requested that we review the market for the above-mentioned position. In reviewing this position, we have collected and analyzed both public and private sector market data in order to identify the 25<sup>th</sup>, 50<sup>th</sup>, and 75<sup>th</sup> percentiles of the OVERALL market. We maintain a robust public sector database, but it is updated based on current project needs. Therefore it most likely does not include the precise listing of comparable organizations utilized in the County's prior study. However, with 24 valid public sector matches, we have sufficient data to provide a reliable recommendation.

The results of that analysis are below:

25 <sup>th</sup> Percentile	\$31.50 per hour	\$65,520 per year
25 <sup>th</sup> / 50 <sup>th</sup> Percentile Blend	\$33.00 per hour	\$68,640 per year
50 <sup>th</sup> Percentile	\$34.50 per hour	\$71,760 per year
50 <sup>th</sup> / 75 <sup>th</sup> Percentile Blend	\$36.75 per hour	\$76,440 per year
75 <sup>th</sup> Percentile	\$38.75 per hour	\$80,600 per year

Although the 25<sup>th</sup> and 75<sup>th</sup> percentiles typically represent an acceptable approximation of the minimums and maximums to be paid for a job, the County's pay structure currently "tops out" at the estimated 50<sup>th</sup> percentile (median) of the market. Our recommendation is that an appropriate rate of pay for this classification would be between \$31.50 and \$34.50, and that the "25<sup>th</sup> / 50<sup>th</sup> Percentile Blend" is probably the most appropriate metric to consider given the makeup of the dataset and the County's demographics. In reviewing the County's current pay structure, it appears that Grade L is the most logical placement for this job. We are aware of the management-level jobs that are also place in this grade, but the request before us is for this one classification.



## **RICHLAND COUNTY POSITION DESCRIPTION**

**Position Title:** Mental Health Therapist  
(Licensed)

**Department:** Health and Human Services

**Reports to:** Behavioral Health Services Manager   **Pay Grade:** L

**Date:** January 1, 2023

**Hours Per Week:** 40

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### **PURPOSE OF POSITION**

The purpose of this position is to provide clinical services in a community mental health setting within the Behavioral Health Services Unit of Richland County Health & Human Services.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

**The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required or assigned.**

- Maintain a client treatment caseload including: clinical assessment, diagnosis, treatment planning, therapy sessions/contacts, case management/service facilitation activities, psychosocial rehabilitation services, treatment documentation, correspondence, scheduling, court reports, provide adult at risk services, adult protective services and coordination with other staff and client's families.
- Provide emergency assessments and crisis intervention services.
- Participate in 24-hour emergency coverage rotation as directed.
- Serve as designee Coordinator to assigned program(s) when directed.
- Provide clinical supervision/collaboration to agency staff members providing mental health services as assigned.
- Provide leadership and act as a resource to the community in the area of mental health education and prevention.
- Coordinate services with other agency departments and community organizations.
- Facilitate and coordinate program committee meetings as assigned.
- Arrange work schedule as necessary or directed to meet the program and consumer service needs.
- Represents Richland County Health and Human Services to the community at large through professional interaction, clinical consultation, public speaking, media presentations, and participation in community advisory groups as requested.
- Comply with applicable federal and state laws, administrative rules, established agency procedures and accepted professional standards.
- Participates in on-going training, maintaining contemporary knowledge to ensure compliance with federal and state regulations.
- Maintains the confidentiality of client information and protected health information as required by State and Federal regulations, including the Health Insurance Portability and Accountability (HIPAA) Act of 1996.

## **MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

- Masters degree in social work or related field with the required number of hours of supervised clinical experienced based upon degree type.
- Current State of Wisconsin License required: Licensed Clinical Social Worker, Licensed Marriage and Family Therapist, Licensed Professional Counselor or other equivalent licensure in Wisconsin.
- Working knowledge of computers, computer programs, typing, and data entry.
- Current WI driver's license and unlimited access to reliable transportation.

## **PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

### **Language Ability and Interpersonal Communication**

- Ability to comprehend and interpret a variety of documents including client psychological assessments, medical diagnosis and medication recommendations, financial reports, letters and memos, state and federal rules and regulations manuals, professional journals and papers, job applications, insurance forms, budget sheets.
- Ability to prepare and to maintain a variety of documents including client service plans and recommendations, program evaluations, client assessments and treatment plans and therapy notes.
- Ability to record and deliver information, explain procedures and instruct staff and clients.
- Ability to communicate effectively with clients, supervisor, physicians, other health professionals, law enforcement, the general public, hospital, clinic and school personnel, and department staff both in person and in writing.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and fractions.
- Ability to compare, count, differentiate, measure and/or sort data and information.
- Ability to classify, compute, tabulate, and categorize data.

### **Judgment and Situational Reasoning**

- Ability to lead others and reinforce thinking to perform tasks.
- Ability to apply abstract thinking to perform tasks.
- Ability to work independently.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to use independent judgement frequently in non-routine to occasionally highly unstable situations including decisions on implementing client service and treatment plans to encounters with potentially suicidal and violent clients.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to analyze data and information using established criteria, in order to define consequences and to consider and select alternatives.
- Ability to apply situational reasoning ability by exercising judgement in situations involving the evaluation of information against measurable criteria.

- Ability to use functional reasoning development in the performance of semi-routine functions involving standardized work with some choice of action.

**Physical Requirements**

- Ability to coordinate eyes, hands, feet, and limbs in performing coordinated movements in operating educational aids and office equipment.
- Ability to exert moderate effort in sedentary to light work, including stooping, kneeling, crouching. Ability to handle, finger and feel. Ability to lift and carry.
- Ability to recognize and identify degrees of similarities and differences between characteristics of colors, forms, sounds, odors, textures etc. associated with objects, materials and ingredients.
- Ability to move and guide material using simple tools.
- Ability to physically respond to a variety of settings to provide services, including office, community locations, private residences, jail, etc.
- Ability to operate a motor vehicle.

**Environmental Adaptability**

- Ability, in regard to environmental factors such as temperature variations, noise, disease, and/or dust, to work under moderately safe and comfortable conditions.
- Ability to visit environments with a moderate risk for disease or physical harm.

Richland County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Richland County Health and Human Services & Veterans Standing Committee

## Agenda Item

**Agenda Item Name:** Approve Updates to the Community Services Building Signage

<b>Unit</b>	Administration	<b>Presented By:</b>	Tricia Clements
<b>Date of Meeting:</b>	November 10, 2022	<b>Action Needed:</b>	Vote // County Administrator
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	
<b>Date submitted:</b>	October 31, 2022	<b>Referred by:</b>	

**Recommendation and/or action language:** Motion to.... Approve updates to the Community Services Building (CSB) exterior and interior signage from Greeley Signs and Graphics, LLC totaling \$3,551.44, and forward the request onto the County Administrator for approval since the project is projected to remain under \$10,000. *The project does not need to be approved by the County Board.*

**Background:** There are a number of signage updates that need to occur at the CSB. These are largely due to the newly announced Richland County branding initiative which includes new logos and color scheme. The ADRC Office also has a new logo that must be utilized due to the recent restructuring of the Regional ADRC Office and elimination of Sauk County as a partner in 2023.

1. Update current free-standing exterior sign in the parking lot of the CSB (two-sided):
  - a. Remove mention of the specific units of HHS.
  - b. Add mention of specific county departments located in the CSB with room to grow.
    - i. Health and Human Services Department
    - ii. Management Information Systems Department
    - iii. Richland County Coroner's Office
  - c. Enlarge the Community Services Building mention on the top.
  - d. Add the new Richland County logo to the middle.
  - e. Add the new ADRC of Eagle Country logo to the bottom.
  - f. Change overall coloring to match to the new Richland County branding initiative.
2. Add new HHS Department logo sticker behind the Main Front Desk (remove the old sticker).
3. Add new Richland County logo sticker behind the Main Front Desk.
4. Remove HHS Department sticker from the front door.

If Greeley Signs and Graphics, LLC is not able to do the work until the spring of 2023, HHS would propose to pay the invoice in 2022 with the budgeted funds noted below.

### Attachments and References:

Richland County Rules of the Board – Rule #14 (k)
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**Financial Review:** The signage will be paid for out of the following 2022 budgeted funds:

ADRC	\$1,105.42
Administration & Building Operations	<u>\$2,446.02</u>
Total	\$3,551.44

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	ADRC: 53.5507 & 63.5566 Admin: 56.5511.0000.5240
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Administrator, or Elected Office (if applicable)



# Memo

Date: November 10, 2022  
To: Tricia Clements, Director  
From: Angie Rizner, Administration & Building Operations Manager  
RE: Personnel Announcements for HHS Board meeting

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## **APPROVED BY HHS DIRECTOR & CO ADMINISTRATOR; NOTICE TO HHS BOARD**

### New Hires (per HHS Addendum; page 7-8):

Brandi Christianson, Treatment Court Coordinator Effective: 11/7/2022

### Probationary Period (per HHS Addendum; page 8-9):

Hannah Udelhoven, Child & Youth Services Case Manager Effective: 12/1/2022

### Discipline/Suspension/Dismissal (per HHS Addendum; page 10):

None.

### Termination/Layoff (per Richland Co Handbook):

Heidi Pendleton, Comprehensive Community Services Supervisor Effective: 10/20/2022

## **APPROVED BY HHS DIRECTOR; NOTICE TO CO ADMINISTRATOR & HHS BOARD**

### Resignations/Retirements (per Richland Co Handbook):

None.

### SWWDB Leased Staff (per County Board approved annual contract):

Tiffany Olson, Treatment Court Consultant Hired: 10/17/2022

### Leave of Absence Without Pay for up to 30 days (per HHS Addendum; page 5):

None.

### Medical Leave of Absence Without Pay-Negative Sick Leave Balance (per Resolution #21-12):

None.

### Vacant County Positions:

Behavioral Health Services – Mental Health Case Manager (3) – currently advertising

Behavioral Health Services – Mental Health Therapist (2) – currently advertising

Behavioral Health Services – Substance Abuse Counselor – currently advertising

Behavioral Health Services – APS Worker – currently advertising

Behavioral Health Services – CCS Supervisor – on hold

Child & Youth Services Case Manager – on hold

Administration – Clerical Assistant II – on hold

Behavioral Health Services – APS/Crisis Professional – on hold

Behavioral Health Services – Quality Coordinator – on hold

Behavioral Health Services – Occupational Therapist (28 hours per week) – on hold

Behavioral Health Services – Speech and Language Pathologist (28 hours per week) – on hold

Public Health – RN – on hold

Public Health – Health & Wellness Coordinator – on hold

Public Health - T/C Nutrition Site Worker (5) – on hold

# Memo

Date: October 13, 2022  
To: Tricia Clements, Director  
From: Angie Rizner, Administration & Building Operations Manager  
RE: Personnel Announcements for HHS Board meeting

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## **APPROVED BY HHS DIRECTOR & CO ADMINISTRATOR; NOTICE TO HHS BOARD**

### New Hires (per HHS Addendum; page 7-8):

Sydney Meeker, Economic Support Specialist	Effective: 9/19/2022
Caylie Wolf, Economic Support Specialist	Effective: 9/19/2022
Teresa Nundahl, Behavioral Health Services Manager	Effective: 10/3/2022
Heidi Pendleton, Comprehensive Community Services Supervisor	Effective: 10/17/2022

### Probationary Period (per HHS Addendum; page 8-9):

Alice Lawrence-Retrum, Psychiatric RN	Effective: 10/4/2022
Emily Phelps, CLTS/BTT Case Manager	Effective: 10/5/2022

### Discipline/Suspension/Dismissal (per HHS Addendum; page 10):

None.

### Termination/Layoff (per Richland Co Handbook):

None.

## **APPROVED BY HHS DIRECTOR; NOTICE TO CO ADMINISTRATOR & HHS BOARD**

### Resignations/Retirements (per Richland Co Handbook):

Tiffany Olson, Treatment Court Coordinator	Resigned: 10/14/2022
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### SWWDB Leased Staff (per County Board approved annual contract):

Allicia Woodhouse, LTE Family Preservation Worker	Resigned: 9/30/2022
Allicia Woodhouse, Coordinated Services Team (CST) Coordinator	Hired: 10/3/2022
Cindy Bromeland, Service Facilitator	Hired: 10/17/2022

### Leave of Absence Without Pay for up to 30 days (per HHS Addendum; page 5):

None.

### Medical Leave of Absence Without Pay-Negative Sick Leave Balance (per Resolution #21-12):

Connie Ostrowski, Economic Support Specialist (unpaid Medical Leave of Absence) 8/29/2022-9/1/2022

### Vacant County Positions:

Behavioral Health Services – Mental Health Case Manager (3) – currently advertising  
Behavioral Health Services – Mental Health Therapist (2) – currently advertising  
Behavioral Health Services – Substance Abuse Counselor – currently interviewing  
Behavioral Health Services – Treatment Court Coordinator – currently interviewing  
Behavioral Health Services – APS Worker – currently advertising  
Child & Youth Services Case Manager – currently advertising  
Administration – Clerical Assistant II – on hold  
Behavioral Health Services – APS/Crisis Professional – on hold  
Behavioral Health Services – Quality Coordinator – on hold  
Behavioral Health Services – Occupational Therapist (28 hours per week) – on hold  
Behavioral Health Services – Speech and Language Pathologist (28 hours per week) – on hold  
Public Health – RN – on hold  
Public Health – Health & Wellness Coordinator – on hold  
Public Health - T/C Nutrition Site Worker (5) – on hold