

Richland County

HHS & Veterans Standing Committee

September 7, 2023

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, September 14, 2023** 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 (email), or HHS & Veterans Standing Committee Chair Ingrid Glasbrenner at 608-604-5086 or 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

Consent Items:

7. 2023 VSO Budget Summary

Administrative Report:

8. Veterans Services Officer, Karen Knock

HEALTH & HUMAN SERVICES

Consent Items:

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

Action Items:

12. Approve HHS Contracts, Agreements, and Amendments
13. Approve modification of the HHS Addendum to the Employee Handbook
14. Approve the 2024-2028 Richland County Coordinated Transportation Plan
15. Approve 2024 Vehicle Lease Agreement and MOU
16. Approve the 2024 Treatment Court Grant
17. Approve Comprehensive Community Coordinating Committee Membership List
18. Approve Resolution to Honor Karn Schauf, Information & Assistance Specialist

Administrative Report:

19. Director, Tricia Clements
20. Review & Discuss the 2024 HHS Budget

Closing:

21. Future agenda items
22. 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.

Richland County

HHS & Veterans Standing Committee

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
 WRCO Broadcasting
 Richland Observer
 Valley Sentinel
 Wisconsin Public Radio
 County Clerk
 County Administrator
 Courthouse Bulletin Board

DHS Southern Regional Office –Larissa Tomczak
DCF Southern Regional Office –Wendean Marsh
DPH Southern Regional Office – Joseph Larson
Greater WI Agency on Aging Resources, Inc.
Dr. Neil Bard
Department Heads
County Board Supervisors

Richland County

HHS & Veterans Standing Committee

August 10, 2023

The Richland County Health and Human Services & Veterans Committee convened on Thursday, August 10, 2023, in the County Board room at 181 W. Seminary Street, in person, via videoconference, and teleconference.

Committee members present included Kerry Severson, Ingrid Glasbrenner, Donald Seep, Ken Rynes, Sherry Hillesheim, Lee Van Landuyt, and Francis Braithwaite. Timothy Gottschall attended by WebEx.

Department heads, staff, and public present were, Trisha Clements, Meghan Rohn, Brandi Christianson, Jon Hochkammer, Candace Pesch, Roxanne Klubertanz-Gerber, Stephanie Ronnfeldt, Brandie Anderson, Karen Knock, and Jessica Tisdale. Barb Scott and Jason Marshall were present from MIS running the teleconferencing.

Agenda:

1. **Call to order:** Committee Chair Ingrid Glasbrenner called the meeting to order at 9:30 a.m.
2. **Pledge of Allegiance:** The Pledge of Allegiance was led by Ken Rynes.
3. **Proof of notification:** Chair Ingrid Glasbrenner verified that the meeting had been properly posted.
4. **Approve Agenda:** Motion by Ken Rynes, seconded by Lee Van Landuyt to approve the agenda and proper posting. Motion Carried.
5. **Approve Previous Meeting Minutes:** Motion by Lee Van Landuyt, seconded by Ken Rynes, to approve the July 13, 2023, Health & Human Services & Veterans Standing Committee minutes. Motion carried.
6. **Citizen Comments:** No citizen comments were offered.

Veterans Service Office

Consent Items:

7. **2023 VSO Budget Summary:** Karen Knock reported that the Veterans Services Office Budget Summary Report has been posted in the Health & Human Services and Veterans Standing Committee folder for members to review. An update was given pertaining to the Teddy Rue Fund that to date, no departments have utilized any of the funds.

Administrative Report:

8. **Veterans Services Officer, Karen Knock:** Veterans Services Officer, Karen Knock, provided highlights and program updates for the Veterans Services Office. Outreach efforts over the last few months were reviewed, and it was also noted the cemetery office review is still ongoing.

Karen Knock left the meeting.

Health & Human Services

Consent Items

9. **HHS Expenditures Report (Vouchers and Expenditures over \$2,000 but less than \$10,000):** The Health and Human Services Expenditure Report was made available for review.
10. **2023 HHS Budget Summary & Richland County Placement Report:** The Health and Human Services Budget Summary and Richland County Placement Report were made available to the committee.

Richland County

HHS & Veterans Standing Committee

- 11. 2022 HHS Contract Monitoring Report:** The Health and Human Services Contract Monitoring Report was made available in the committee folder for review. Tricia Clements noted there are three contracts on the report that will need to be updated and amended. These will be brought back for approval next month.

Action Items:

- 12. Approve Amended HHS contracts, Agreements, and Amendments:** There were no new or amended contracts, agreements, or amendments needing approval this month.
- 13. Approve the Coordinated Services Team (CST) Initiative Grant:** Brandi Christianson discussed the Coordinated Services Team Grant administered through the Wisconsin Department of Health Services. The Grant awards up to \$60,000 with a required \$12,000.39 county match, and is intended to be used to serve youth in need of wraparound treatment who have complex behavioral health treatment needs. Motion by Kerry Severson, seconded by Ken Rynes to approve the application and acceptance of a Coordinated Services Team Grant (CST) Grant totaling up to \$60,000 with a \$12,000.39 county match for the 2024 calendar year, and forward the recommendation onto the County Board for approval. Motion carried.
- 14. Approve the 2024 Treatment Court Grant:** Brandi Christianson discussed the Treatment Alternatives and Diversion (TAD) Grant administered through the Wisconsin Department of Justice, Department of Corrections, and Department of Health Services. The Grant awards up to \$173,333 with up to a required \$43,333 county match, and is intended to provide services to individuals in need of drug and alcohol treatment court services in Richland County. Motion by Lee Van Landuyt, seconded by Ken Rynes to approve the application and acceptance of a Treatment Alternatives and Diversion (TAD) Grant totaling up to \$173,333 with an up to \$43,333 county match for the 2024 calendar year, and forward the recommendation onto the County Board for approval. Motion carried.

Administrative Report:

- 15. Director, Tricia Clements:** Tricia Clements provided highlights and program updates for each unit of the agency including staffing updates, trainings, events, and new and ongoing initiatives. A written handout was provided in the folder for committee members to review. Tricia Clements highlighted several items from the report including the agency's ability to hire a Public Health RN who will start on August 28, 2023, as well as a Substance Abuse Counselor. The UW-Extension staff continue to be housed in the Community Services Building and this arrangement seems to be going smoothly. Tricia Clements will be attending a tour of the hospital in September to learn more about plans for the potential building of a new facility. An update was provided regarding the opioid settlement funds, and it was noted an additional \$17,000 was recently received and a committee has been created to determine the best way to utilize these funds.
- 16. Review and Discuss the 2024 HHS Budget:** Trisha Clements reviewed the details of the 2023 Health and Human Services Budget and highlighted where costs have increased and where savings have been found. It was noted that administration costs have gone down due to several positions being eliminated and emphasized that the Building and Operating costs in the Health and Human Services budget include all building expenses for the Community Services Building. These costs are not offset by the other departments housed within the building. Other areas and programs where additional levy was requested, cost saving changes were made, or increased revenue is expected were also reviewed.

It was also highlighted that Health and Human services was tasks with creating a budget that included a 5% + 1 step wage increase, and a 13% increase in health insurance rates. The budget being presented includes this request and comes in \$76,000 under the levy amount from the previous year.

Closing:

- 17. Future Agenda Items:**

Richland County

HHS & Veterans Standing Committee

18. Adjournment: The next meeting is scheduled for September 14, 2023, at 9:30 a.m. in the Richland County Boardroom and via WebEx. Motion by Tim Gottschall, seconded by Ken Rynes 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 FUND & ACCOUNT	LINE	ACCOUNT NAME
33679	08/21/23	1020	PIONEER PRINT CO LLC 8/4	194.70				D-082123-648 -	00045 WF52 10.5550.0000.5326	ADVERTISING
33845	08/24/23	1575	TECH COM, INC 08/20 597600	37.15		597600		D-082423-671 -	00048 WF52 10.5550.0000.5225	TELEPHONE

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 & ACCOUNT
REPORT TOTALS:				231.85					

RECORDS PRINTED - 000002

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2023 THROUGH AUG 31, 2023

	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	42,485.95	0.00	3,679.20	16,746.93	25,739.02	39 ---
5112 SALARIES - PART-TIME	19,186.57	0.00	1,790.06	8,502.78	10,683.79	44 ----
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	4,816.85	0.00	418.40	1,931.62	2,885.23	40 ----
5152 RETIREMENT - COUNTY SHARE	4,281.65	0.00	250.18	1,138.77	3,142.88	26 --
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	1.15	4.12	2.74	60 -----
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	37.15	300.05	359.95	45 ----
5311 POSTAGE AND ENVELOPES	75.00	0.00	0.63	14.04	60.96	18 -
5319 OFFICE SUPPLIES	600.00	0.00	0.00	471.36	128.64	78 -----
5324 DUES	400.00	0.00	0.00	750.00	350.00-	187 -----!!!!
5326 ADVERTISING	600.00	0.00	194.70	194.70	405.30	32 ---
5334 REGISTRATION	625.00	0.00	0.00	0.00	625.00	0
5335 MEALS	300.00	0.00	0.00	0.00	300.00	0
5336 LODGING	800.00	0.00	0.00	647.94	152.06	80 -----
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	19.57	230.43	7
5906 UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	0.00	0
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
5999 BILLS-NO-LINE DETAIL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	75,887.88	0.00	6,371.47	31,221.88	44,666.00	41 ----
TOTAL: VETERAN SERVICE	75,887.88	0.00	6,371.47	31,221.88	44,666.00	41 ----
TOTAL: GENERAL FUND	75,887.88	0.00	6,371.47	31,221.88	44,666.00	41 ----

Expenditure Guideline
 FOR THE PERIOD(S) JAN 01, 2023 THROUGH AUG 31, 2023

	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	0.00	900.00	0
5151 FICA - COUNTY SHARE	69.00	0.00	0.00	0.00	69.00	0
5328 FLAGS	1,200.00	0.00	0.00	1,806.00	606.00-	150 -----!!!
5331 FLAG HOLDERS	1,300.00	0.00	0.00	397.50	902.50	30 ---
5339 MILEAGE - COMMISSION	422.28	0.00	0.00	0.00	422.28	0
5719 AID	3,000.00	0.00	0.00	0.00	3,000.00	0
5999 BILLS-NO LINE DETAIL	0.00	0.00	0.00	0.00	0.00	0
TOTAL: PROJECT	6,891.28	0.00	0.00	2,203.50	4,687.78	31 ---
TOTAL: SOLDIERS AND SAILORS FUND	6,891.28	0.00	0.00	2,203.50	4,687.78	31 ---
TOTAL: GENERAL FUND	6,891.28	0.00	0.00	2,203.50	4,687.78	31 ---

Richland County Veterans Service Office Monthly Numbers

2023	JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE			
	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins		
1			24	7	31	5			36	8	26	13		
2	/	/	18	5	/	/			34	11	14	3		
3	31	5	12	8	22	8	33	5	23	8				
4	35	11					29	9	19	6				
5	23	3					22	9	17	6	/	3		
6	24	2	36	13	25	8	16	8			/	/		
7			22	5	26	13	/	/			/	/		
8			26	9	41	9			24	7	/	/		
9	28	9	23	11	22	6			27	13	/	2		
10	18	8	17	6	23	3	23	8	20	4				
11	24	12					37	8	15	14				
12	22	7					14	60	29	10	64	6		
13	/	/	27	5	33	7	23	8			36	7		
14			29	9	24	8	17	3			29	4		
15			32	8	27	11			34	12	35	7		
16	27	10	/	/	21	9			26	15	22	6		
17	36	14	12	6	26	4	26	4	24	8				
18	21	8					14	3	44	14				
19	16	5					20	6	23	13	23	10		
20	18	4	26	15	22	8	17	7			27	9		
21			37	16	36	9	16	4			31	6		
22			14	3	20	3			27	11	15	2		
23	32	15	17	5	22	3			34	14	23	6		
24	28	16	29	8	14	3	31	7	21	15				
25	14	2					17	5	29	15				
26	36	9					22	5	19	9	29	7		
27	13	5	28	14	20	8	31	8			44	15		
28			39	10	17	11	13	2			23	6		
29					21	6			/	/	26	4		
30	23	7			25	6			32	14	18	4	half	year
31	25	12			18	8			25	11			calls	visits
2023	494	164	468	163	536	156	361	169	582	238	485	120	2926	1010
2022			416	81	423	118	324	85	400	129	392	112	2389	487
2021									478	149	608	98		

2023 Forms filed

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	
21-22 Veterans Service Org. as Representative	6	3	3			2	5	1	2				
21-0966 Intent to File a Claim							1		1				
21-526ez Application for Disability Comp. and Related Benefits	6	7	7		2	8	4	9	7				
21-527ez Application for NSC Pension													
21-8940 Application for Individual Unemployability	2												
21-0845 Authorization to Disclose PII to a Third Party													
21-686C Application Request to Add/ Remove Dependents	2			2		1		1					
20-0996 Review Request: Higher Level Review			1					2					
20-0995 Review Request: Supplemental Claim	2	2	4		1	2			3				
21-2680 Housebound or Aid & Attendance													
21-0972 Alternate Signer Certification													
21-4138 Statement in Support of Claim	6	1	3		3	2	3	2	2				
10-10d Application for CHAMPVA	1	1						1					
10-10ez Application for VA Health Care	3	3	1		2	1	1	3					
10-10ezr Health Benefits Update Form													
21p-534ez DIC & Survivors Pension	3	1											
21p-530 Burial Benefits Application		1				2		1	2				
27-2008 Burial Flag Application	3	2			3	2	2	1	4				
40-1330 Application for Bronze Marker	1		1			3	2		2				
40-0247 Presidential Memorial Certificate Request									1				
STATE													
2500-123 State Park Pass	1	1				1	1						
3010 Drivers License Identifier	2	1	1		3	1		2	1				
4000 Application for a Wisconsin Veterans Home													
4002 Authorization for Disclosure of Health Information													
2096 CVSO Tax Abatement Verification Form	5	2			1								
2097 Certification for Property Tax Credit	5	2			1								
57 VSO Grant Packet													
other	14	17	14		11	15	12	15	10				
2023 TOTALS PER MONTH	62	45	36		27	40	31	37	35				
2022 TOTALS PER MONTH	40	35	29		22	25	27	26	38	36	56	34	36
2021 TOTALS PER MONTH					35	46	48	52	33	46	50	41	48

**RICHLAND COUNTY HEALTH AND HUMAN SERVICES
VOUCHERS – SEPTEMBER 14, 2023**

Unit	Number of Vouchers	Amount
Richland County Health and Human Services 2023 Expense Reports	18	\$9,199.69
Richland County Health and Human Services 2023 Admin Vouchers	21	\$34,911.22
Richland County Health and Human Services 2023 Prepaid Vouchers	8	\$22,534.12
TOTAL	47	\$66,645.03

Disbursement Edit Listing

DATA-JE-ID....	LINE#	BANK FUND.&.ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE. INVOICE.....		FORMULA.....	TRANSACTION DESCRIPTION.			
F/P CLAIM.. P.O.#. PROJECT.....		1099-INFO VENDOR	NAME.....	PAYM		
		CNTY ALTER VENDOR	ALTER NAME.....			
D-09142023-730	1	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		742.77	
			001059 BRENNUM/RUTH			
			001059 VENDOR TOTAL		742.77	
D-09142023-730	2	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		622.91	
			006368 BUTTERIS/WILLIAM OLE			
			006368 VENDOR TOTAL		622.91	
D-09142023-730	3	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		740.81	
			000191 CUPP/VIRGINIA			
D-09142023-730	4	WF52 63.5563.0000.5335	MEALS			
			HHS AUGUST MEALS		16.62	
			000191 CUPP/VIRGINIA			
			000191 VENDOR TOTAL		757.43	
D-09142023-730	5	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		90.39	
			004163 DREA/WILLIAM			
			004163 VENDOR TOTAL		90.39	
D-09142023-730	6	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		139.52	
			002688 FLICK/PAMELA H			
			002688 VENDOR TOTAL		139.52	
D-09142023-730	7	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		336.67	
			004628 GIESEKE/VIRGINIA			
			004628 VENDOR TOTAL		336.67	
D-09142023-730	8	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		618.98	
			004599 HILL/JANICE			
			004599 VENDOR TOTAL		618.98	
D-09142023-730	9	WF52 63.5563.0000.5339	MILEAGE			
			HHS AUGUST MILEAGE		181.44	
			001930 HUBBARD/JANICE J			
D-09142023-730	10	WF52 63.5563.0000.5335	MEALS			
			HHS AUGUST MEALS		5.28	
			001930 HUBBARD/JANICE J			
			001930 VENDOR TOTAL		186.72	

MILEAGE EXPENSE

Disbursement Edit Listing

DATA-JE-ID	LINE#	BANK	FUND	&	ACCOUNT	DESCRIPTION	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE	INVOICE	FORMULA	1099-INFO		VENDOR	TRANSACTION DESCRIPTION	PAYM		
F/P CLAIM	P.O.#	PROJECT	CNTY	ALTER	VENDOR	ALTER NAME			
D-09142023-730	11	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		436.23	
						001038 JONES/SHARON			
						001038 VENDOR TOTAL		436.23	
D-09142023-730	12	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		210.91	
						006338 MALY/CINDY L			
						006338 VENDOR TOTAL		210.91	
D-09142023-730	13	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		664.17	
						004546 MCCARTHY/DONALD			
D-09142023-730	14	WF52	63.5563	.0000	.5335	MEALS HHS AUGUST MEALS		7.37	
						004546 MCCARTHY/DONALD			
						004546 VENDOR TOTAL		671.54	
D-09142023-730	15	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		656.97	
						004449 MCKITTRICK/SANDRA			
						004449 VENDOR TOTAL		656.97	
D-09142023-730	16	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		888.84	
						004161 MCWANE/HUBERT			
D-09142023-730	17	WF52	63.5563	.0000	.5335	MEALS HHS AUGUST MEALS		14.55	
						004161 MCWANE/HUBERT			
						004161 VENDOR TOTAL		903.39	
D-09142023-730	18	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		681.20	
						006110 MORAN/PAMELA			
D-09142023-730	19	WF52	63.5563	.0000	.5335	MEALS HHS AUGUST MEALS		7.39	
						006110 MORAN/PAMELA			
						006110 VENDOR TOTAL		688.59	
D-09142023-730	20	WF52	63.5563	.0000	.5339	MILEAGE HHS AUGUST MILEAGE		272.48	
						002512 OLSON/VICKI L			
						002512 VENDOR TOTAL		272.48	

Disbursement Edit Listing

DATA-JE-ID....	LINE#	BANK	FUND.&	ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE. INVOICE.....	FORMULA.....	TRANSACTION DESCRIPTION.						
F/P CLAIM.. P.O.#.	PROJECT.....	1099-INFO	VENDOR	NAME.....	PAYM			
		CNTY	ALTER	VENDOR	ALTER NAME.....			
D-09142023-730	21	WF52	63.5563.0000.5339		MILEAGE			
				001973	HHS AUGUST MILEAGE		791.90	
					PRICE/SUSAN			
D-09142023-730	22	WF52	63.5563.0000.5335		MEALS			
				001973	HHS AUGUST MEALS		33.46	
					PRICE/SUSAN			
					001973 VENDOR TOTAL		825.36	
D-09142023-730	23	WF52	63.5563.0000.5339		MILEAGE			
				006210	HHS AUGUST MILEAGE		52.40	
					PUGH/LANETTE JEAN			
					006210 VENDOR TOTAL		52.40	
D-09142023-730	24	WF52	63.5563.0000.5339		MILEAGE			
				002000	HHS AUGUST MILEAGE		986.43	
					RICHTER/ARNOLD JOSEPH			
					002000 VENDOR TOTAL		986.43	
					WF52 BANK TOTAL		9,199.69	

Disbursement Edit Listing

DATA-JE-ID....	LINE#	BANK	FUND.&	ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WAR
TRAN-DATE. INVOICE.....			FORMULA.....		TRANSACTION DESCRIPTION.			
F/P CLAIM.. P.O.#.	PROJECT.....		1099-INFO	VENDOR	NAME.....	PAYM		
		CNTY	ALTER	VENDOR	ALTER NAME.....			
D-09142023-731	1	WF52	56.5511.0000.5312		BOOKS AND FORMS AND SUBSCRIP			
0923116					HHS 8/23 INV		708.83	
				002053	BEAR GRAPHICS INC			
					002053 VENDOR TOTAL		708.83	
D-09142023-731	2	WF52	59.5581.0000.5532		RENT			
SEPTEMBER					HHS ROCKBRIDGE MEAL SITE		400.00	
				006091	BETHLEHEM LUTHERAN CHURC			
					006091 VENDOR TOTAL		400.00	
D-09142023-731	4	WF52	56.5401.0000.5999		BILLS-NO-LINE DETAIL			
251430					HHS ACCT #15150 7/25		579.12	
			N 01	006318	CAREVET LLC DBA:			
					006318 VENDOR TOTAL		579.12	
D-09142023-731	3	WF52	59.5588.0000.5532		RENT			
SEPTEMBER					HHS RC MEAL SITE		300.00	
				000152	CITY OF RICHLAND CENTER			
					000152 VENDOR TOTAL		300.00	
D-09142023-731	5	WF52	56.5511.0000.5313		PHOTOCOPIES			
IN14316925					HHS CUST #10RC04 8/10		557.83	
				000601	GFC LEASING-WI			
D-09142023-731	6	WF52	56.5511.0000.5313		PHOTOCOPIES			
I00848629					HHS CUST #390899 8/21		732.32	
				000601	GFC LEASING-WI			
					000601 VENDOR TOTAL		1,290.15	
D-09142023-731	45	WF52	59.5588.0000.5322		FOOD SUPPLIES			
286226					HHS AUG MEALS RC		7,775.00	
			N 01	006390	KETTNER/CHRISTOPHER E			
D-09142023-731	46	WF52	59.5588.0000.5322		FOOD SUPPLIES			
286226					HHS AUG MEALS FROZEN		1,920.00	
			N 01	006390	KETTNER/CHRISTOPHER E			
D-09142023-731	47	WF52	59.5581.0000.5322		FOOD SUPPLIES			
286226					HHS AUG MEALS ROCKBRIDGE		1,093.75	
			N 01	006390	KETTNER/CHRISTOPHER E			
D-09142023-731	48	WF52	59.5583.0000.5322		FOOD SUPPLIES - CAZENOVIA			
286226					HHS AUG MEALS CAZENOVIA		1,900.00	
			N 01	006390	KETTNER/CHRISTOPHER E			
					006390 VENDOR TOTAL		12,688.75	
D-09142023-731	41	WF52	56.5503.0000.5999		BILLS - NO LINE DETAIL			
11067234					HHS ACCT #9020531051		482.58	
				001640	LANGUAGE LINE SERVICES,			

VOUCHERS

ACS FINANCIAL SYSTEM
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Disbursement Edit Listing

GL302L-V

DATA-JE-ID....	LINE#	BANK	FUND.&	ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE. INVOICE.....	FORMULA.....	TRANSACTION DESCRIPTION.						
F/P CLAIM.. P.O.#.	PROJECT.....	1099-INFO VENDOR NAME.....	PAYM					
	CNTY	ALTER VENDOR	ALTER NAME.....					
D-09142023-731	42	WF52	56.5401.0000.5999	BILLS-NO-LINE DETAIL				
11067234				HHS ACCT #9020531051			499.03	
			-	001640 LANGUAGE LINE SERVICES,				
D-09142023-731	43	WF52	56.5511.0000.5216	INTERPRETER SERVICES				
11067234				HHS ACCT #9020531051			25.28	
			-	001640 LANGUAGE LINE SERVICES,				
D-09142023-731	44	WF52	56.5502.0000.5999	BILLS - NO LINE DETAIL				
11067234				HHS ACCT #9020531051			164.93	
			-	001640 LANGUAGE LINE SERVICES,				
				001640 VENDOR TOTAL			1,171.82	
D-09142023-731	7	WF52	59.5588.0000.5319	OFFICE SUPPLIES				
53384				HHS 8/25 INV			201.42	
			-	002360 NUTRI-SYSTEMS CORPORATIO				
				002360 VENDOR TOTAL			201.42	
D-09142023-731	50	WF52	63.5563.5310.5351	GASOLINE				
AUGUST				HHS ACCT #4672501 8/31			726.92	
			-	002414 PREMIER COOPERATIVE				
D-09142023-731	51	WF52	59.5588.0000.5351	GASOLINE				
AUGUST				HHS ACCT #4675320 8/31			206.26	
			-	002414 PREMIER COOPERATIVE				
				002414 VENDOR TOTAL			933.18	
D-09142023-731	11	WF52	56.5511.0000.5319	OFFICE SUPPLIES				
33737499				HHS ACCT #2771316 7/28			13.65	
			-	000577 STAPLES, INC DBA: QUILL				
D-09142023-731	8	WF52	56.5511.0000.5319	OFFICE SUPPLIES				
33745117				HHS ACCT #2771316 7/28			251.98	
			-	000577 STAPLES, INC DBA: QUILL				
D-09142023-731	9	WF52	63.5563.5310.5319	OFFICE SUPPLIES				
33745117				HHS ACCT #2771316 7/28			23.36	
			-	000577 STAPLES, INC DBA: QUILL				
D-09142023-731	12	WF52	56.5511.0000.5319	OFFICE SUPPLIES				
33749588				HHS ACCT #2771316 7/28			3.05	
			-	000577 STAPLES, INC DBA: QUILL				
D-09142023-731	10	WF52	56.5511.0000.5319	OFFICE SUPPLIES				
33994009				HHS ACCT #2771316 8/11			2.12	
			-	000577 STAPLES, INC DBA: QUILL				

Disbursement Edit Listing

DATA-JE-ID	LINE#	BANK	FUND.&	ACCOUNT	DESCRIPTION	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE	INVOICE	FORMULA	TRANSACTION	DESCRIPTION	PAYM			
F/P CLAIM	P.O.#	PROJECT	1099-INFO	VENDOR	NAME			
		CNTY	ALTER	VENDOR	ALTER	NAME		
D-09142023-731	13	WF52	56.5472	.0000.5319	OFFICE SUPPLIES			
	34000227				HHS ACCT #2771316 8/11		159.99	
					000577 STAPLES, INC DBA: QUILL			
					000577 VENDOR TOTAL		454.15	
D-09142023-731	14	WF52	63.5563	.5310.5326	ADVERTISING			
	406220				HHS ADV #5787 7/31		85.00	
					000669 RICHLAND OBSERVER/THE			
D-09142023-731	15	WF52	63.5566	.0000.5326	ADVERTISING			
	406221				HHS ADV #5787 7/31		225.00	
					000669 RICHLAND OBSERVER/THE			
D-09142023-731	16	WF52	63.5563	.5310.5326	ADVERTISING			
	406274				HHS ADV #1895 7/31		116.60	
					000669 RICHLAND OBSERVER/THE			
					000669 VENDOR TOTAL		426.60	
D-09142023-731	49	WF52	56.5401	.0000.5304	VACCINES			
	921119975				HHS CUST #70038359 8/24		9,790.65	
					000179 SANOFI PASTEUR INC			
					000179 VENDOR TOTAL		9,790.65	
D-09142023-731	25	WF52	56.5511	.0000.5360	MAINT & CLEANING SUPPLIES			
	931326				HHS CUST #24222 9/5		1,782.08	
					000699 SCHILLING SUPPLY COMPANY			
D-09142023-731	26	WF52	56.5511	.0000.5360	MAINT & CLEANING SUPPLIES			
	931347				HHS CUST #24222 9/5		46.68	
					000699 SCHILLING SUPPLY COMPANY			
					000699 VENDOR TOTAL		1,828.76	
D-09142023-731	22	WF52	53.5507	.0000.5326	ADVERTISING			
					HHS ADV #46681 8/31		275.00	
					000648 SHOPPING NEWS INC			
D-09142023-731	23	WF52	63.5566	.0000.5326	ADVERTISING			
					HHS ADV #46681 8/31		275.00	
					000648 SHOPPING NEWS INC			
D-09142023-731	24	WF52	63.5563	.0000.5326	ADVERTISING			
					HHS ADV #46681 8/31		275.00	
					000648 SHOPPING NEWS INC			
D-09142023-731	20	WF52	56.5481	.0000.5999	BILLS - NO LINE DETAIL			
	347909				HHS ADV #46565 8/31		55.00	
					000648 SHOPPING NEWS INC			

Disbursement Edit Listing

DATA-JE-ID....	LINE#	BANK	FUND.&	ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE. INVOICE.....	FORMULA.....	TRANSACTION DESCRIPTION.		VENDOR NAME.....		PAYM		
F/P CLAIM..	P.O.#.	PROJECT.....	1099-INFO	CNTY	ALTER VENDOR	ALTER NAME.....		
D-09142023-731	21	WF52	56.5511.0000.5326					
347911								
					000648	ADVERTISING HHS ADV #46565 8/31 SHOPPING NEWS INC	55.00	
D-09142023-731	19	WF52	56.5478.0000.5999					
347912								
					000648	BILLS - NO LINE DETAIL HHS ADV #46565 8/31 SHOPPING NEWS INC	55.00	
D-09142023-731	17	WF52	56.5477.0000.5999					
347914								
					000648	BILLS - NO LINE DETAIL HHS ADV #46565 8/31 SHOPPING NEWS INC	55.00	
D-09142023-731	18	WF52	56.5477.0000.5999					
347915								
					000648	BILLS - NO LINE DETAIL HHS ADV #46565 8/31 SHOPPING NEWS INC	55.00	
						000648 VENDOR TOTAL	1,100.00	
D-09142023-731	27	WF52	59.5583.0000.5970					
SEPTEMBER								
					000751	CONTRACT SERVICES HHS CAZ MEAL SITE ST ANTHONYS SCHOOL	350.00	
						000751 VENDOR TOTAL	350.00	
D-09142023-731	32	WF52	56.5407.0000.5970					
4029								
					000750	CONTRACT SERVICES HHS 7/20 INV SYMONS RECREATION COMPLE	123.54	
D-09142023-731	33	WF52	56.5407.0000.5970					
4206								
					000750	CONTRACT SERVICES HHS 7/20 INV SYMONS RECREATION COMPLE	152.40	
D-09142023-731	31	WF52	56.5407.0000.5970					
4210								
					000750	CONTRACT SERVICES HHS 7/20 INV SYMONS RECREATION COMPLE	265.00	
D-09142023-731	30	WF52	56.5407.0000.5970					
4211								
					000750	CONTRACT SERVICES HHS 7/20 INV SYMONS RECREATION COMPLE	169.00	
D-09142023-731	29	WF52	56.5407.0000.5970					
4214								
					000750	CONTRACT SERVICES HHS 7/20 INV SYMONS RECREATION COMPLE	38.63	
D-09142023-731	28	WF52	63.5566.0000.5970					
4215								
					000750	CONTRACT SERVICES HHS 7/20 INV SYMONS RECREATION COMPLE	1,232.00	
						000750 VENDOR TOTAL	1,980.57	

Disbursement Edit Listing

DATA-JE-ID....	LINE#	BANK FUND.&.ACCOUNT.....	DESCRIPTION.....	CHECK	AMOUNT	ERRORS AND WARN
TRAN-DATE. INVOICE.....	FORMULA.....	TRANSACTION DESCRIPTION.				
F/P CLAIM.. P.O.#.	PROJECT.....	1099-INFO VENDOR NAME.....	PAYM			
		CNTY ALTER VENDOR ALTER NAME.....				
D-09142023-731	34	WF52 56.5511.0000.5297	REFUSE COLLECTION			
	10/1-31/2023		HHS ACCT #1012 9/1		273.33	
			004598 TOWN & COUNTRY SANITATIO			
			004598 VENDOR TOTAL		273.33	
D-09142023-731	35	WF52 56.5502.0000.5157	SERVICE SECTION - TRAINING			
	AR0159041		HHS CUST #AR-0001924		100.00	
			001802 UW MADISON			
			001802 VENDOR TOTAL		100.00	
D-09142023-731	36	WF52 56.5477.0000.5214	COMPUTER PROGRAM CHANGES			
	30005521495		HHS ACCT #73467 8/10		33.14	
			002815 WAYSTAR, INC			
			002815 VENDOR TOTAL		33.14	
D-09142023-731	52	WF52 59.5580.0000.5157	TRAINING			
			HHS FALL CONF REG		20.00	
			006157 WI ASSOCIATION OF NUTRIT			
			006157 VENDOR TOTAL		20.00	
D-09142023-731	37	WF52 56.5502.0000.5999	BILLS - NO LINE DETAIL			
			HHS ACCT #3042 JUNE		10.00	
			004341 WI DEPT OF JUSTICE			
D-09142023-731	38	WF52 56.5527.0000.5316	KINSHIP ASSESSMENTS			
			HHS ACCT #3042 JUNE		40.00	
			004341 WI DEPT OF JUSTICE			
D-09142023-731	39	WF52 56.5527.0000.5316	KINSHIP ASSESSMENTS			
			HHS ACCT #3042 JULY		140.00	
			004341 WI DEPT OF JUSTICE			
D-09142023-731	40	WF52 56.5502.0000.5999	BILLS - NO LINE DETAIL			
			HHS ACCT #3042 JULY		90.75	
			004341 WI DEPT OF JUSTICE			
			004341 VENDOR TOTAL		280.75	
			WF52 BANK TOTAL		34,911.22	

2023 PREVIOUSLY PAID VOUCHERS

Check #	Date	Vendor Name	Description	Account #	Amount
1 33556	8/11/2023	US Bank National Association #6167	County Clerk Pays		\$ 5,071.21
2 33563	8/15/2023	Premier Cooperative #2414	Acct #4675320	59.5588.0000.5351	\$ 128.07
			Acct #4672501	63.5563.5310.5351	\$ 515.58
3 33564	8/15/2023	Richland Center Utilities #650	Acct #080460001	56.5511.0000.5222	\$ 2,769.06
4 33749	8/22/2023	Wisconsin Electric Power/WE Energies #975	Acct #0701008505-00001	56.5511.0000.5226	\$ 10.56
5 33834	8/24/2023	Kettner/Christopher E DBA Mazo Catering #6390	July Meals	59.5588.0000.5322	\$ 9,944.50
			July Meals	59.5581.0000.5322	\$ 987.50
6 33889	8/31/2023	Capital One - Walmart #2005	#607399	56.5408.0000.5999	\$ 61.56
				56.5405.0000.5999	\$ 100.00
				63.5566.0000.5999	\$ 30.13
				56.5405.0000.5999	\$ 118.02
				56.5530.0000.5742	\$ 84.90
				56.5530.0000.5742	\$ 64.57
				56.5530.0000.5742	\$ 94.83
7 33890	8/31/2023	Tech Com Inc./Genuine Telecom #1657	Acct #581900	56.5511.0000.5225	\$ 656.75
		Tech Com Inc./Genuine Telecom #1657	Acct #33500	59.5588.0000.5225	\$ 39.10
8 33891	8/31/2023	Johnson Controls Fire Protection LLC #2182	Contract #969629	56.5511.0000.5356	\$ 1,647.78
			Contract #965182	56.5511.0000.5356	\$ 210.00
TOTAL					\$ 22,534.12

8/07/23 STATEMENT DATE - 7/07/23-8/04/23 CHARGES
US Bank National Association #6167 Acct #4866-9100-1450-2740

		Vendor Name	Description	Account #	Amount
1	7/7/2023	WI Dept of Justice		59.5580.0000.5999	\$ 10.00
2	7/7/2023	WI Dept of Justice		59.5580.0000.5999	\$ 10.00
3	7/7/2023	WI Dept of Justice		56.5477.0000.5999	\$ 10.00
4		Amazon Credit		56.5477.0000.5999	\$ (252.49)
5		Amazon	CLTS	56.5546.0551.5992	\$ 43.60
		Kareo Tebra Technologies	July	56.5520.0000.5999	\$ -
		Kareo Tebra Technologies	July	56.5472.0000.5214	\$ 1,271.69
6		Kareo Tebra Technologies	July	56.5477.0000.5214	\$ 666.50
		Kareo Tebra Technologies	July	56.5481.0000.5999	\$ 165.81
		Kareo Tebra Technologies	July	56.5401.0000.5999	\$ -
7	7/11/2023	WI Dept of Justice		59.5581.0000.5999	\$ 10.00
8	7/11/2023	WI Dept of Justice		56.5472.0000.5999	\$ 10.00
9	7/12/2023	Lauren's Hope Credit	CLTS	56.5546.0551.5992	\$ (5.11)
10	7/10/2023	Amazon	CLTS	56.5546.0551.5992	\$ 169.95
11	7/13/2023	Amazon		53.5507.0000.5819	\$ 158.99
12	7/17/2023	Hilton Appleton		56.5401.0000.5336	\$ 90.00
13	7/19/2023	WI Dept of Justice		56.5503.0000.5999	\$ 10.00
14	7/20/2023	Amazon		56.5511.0000.5360	\$ 41.97
				56.5511.0000.5319	\$ 79.99
15	7/24/2023	Lifevac LLC	CLTS	56.5546.0551.5992	\$ 77.94
16	7/25/2023	WI Dept of Justice		56.5405.0000.5999	\$ 10.00
17	7/26/2023	UW Stevens Point Continuing Ed		56.5481.0000.5157	\$ 225.00
18	7/26/2023	PESI		56.5477.0000.5334	\$ 459.99
19	7/26/2023	Kwik Trip		56.5408.0000.5999	\$ 100.00
20	7/27/2023	The Webstaurant		59.5580.0000.5319	\$ 164.96
21	7/27/2023	Kalahari Resort		56.5481.0000.5336	\$ 90.00
22	8/1/2023	Workplace		56.5511.0000.5214	\$ 252.00
23	8/1/2023	Amazon		59.5580.0000.5319	\$ 26.36
24	8/1/2023	Amazon	CLTS	56.5546.0551.5992	\$ 15.79
25	8/2/2023	Amazon		59.5580.0000.5319	\$ 31.79
26	7/31/2023	Amazon		53.5507.0000.5319	\$ 539.00
27	8/1/2023	Amazon		59.5580.0000.5319	\$ 49.77
28	8/1/2023	Amazon	CLTS	56.5546.0551.5992	\$ 109.99
29	8/1/2023	Amazon	CLTS	56.5546.0551.5992	\$ 148.20
30	8/1/2023	Amazon	CLTS	56.5546.0551.5992	\$ 251.52
31	8/4/2023	WI State Parks	CCOP	56.5484.0000.5992	\$ 28.00
			TOTAL		\$ 5,071.21

2023 Health and Human Services Budget

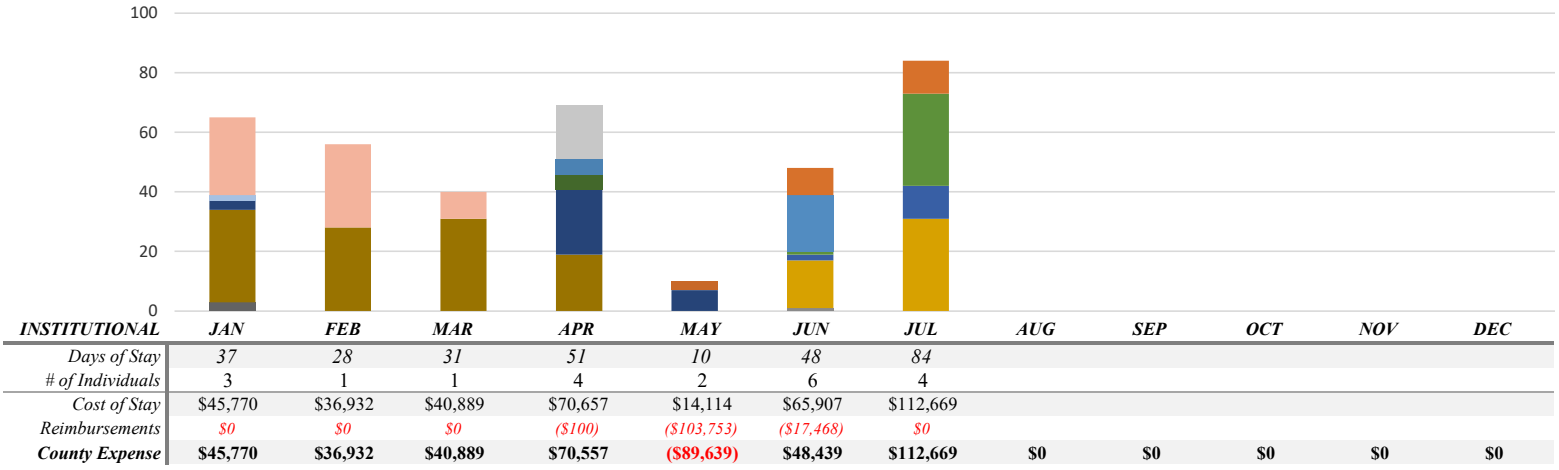
Expenses	9/5/2023		Current Month = 67%					
Program	Total	2023 Budget	Actual	% Utilized	Core Budget Balance (Through August)		Placement Funds (Thru April)	Funds 44/54
Administrative Services	1,055,348				Revenues (with Tax Levy) 4,355,192		Budget for all Placements 1,385,000	1,385,000
Staff		763,757	370,714	48.5%	Anticipated Revenue	818,364	Budget	1,385,000
Building & Operating Costs		291,591	207,823	71.3%	Received Revenue	2,899,438	- All Placement Expenses	-912,772
Public Health	335,192						Fund 54/44 balance	472,228
Public Health		335,192	118,795	35.4%	Minus Expenses	-4,445,706		
Aging & Disability Resource Center	1,042,575				Anticipated Expenses	0	Adult (Fund 54)	
Elderly Services		365,273	208,865	57.2%	Actual Expenses	-4,445,706	Budget	705,000
Nutrition		256,053	179,608	70.1%			- Expenses in Fund 56*	-112,669
Resource Center		421,249	266,362	63.2%	Equals Budget Balance -90,514		- Expenses	-347,577
Economic Support Unit	971,094				MH Institute Charges Through July	265,242 *	Fund 54 balance	244,754
ES Programs		971,094	536,824	55.3%	Anticipated MH Institute Charges (August)	29,900 **		
Child & Youth Services	829,130				MHI Charges To Date	295,142	Children (Fund 44)	
Children & Youth Programs		745,247	381,728	51.2%			Budget	680,000
CPS Contractual Services		83,883	38,983	46.5%	Chargeback		- Expenses in Fund 56*	3,769
Behavioral Health	4,492,510				Budget Balance Prior to Chargeback	-90,514	- Expenses	-456,295
MH Outpatient / Crisis Services		778,818	338,703	43.5%	Chargeback for MH Institute Thru July (that have not occurred)	108,900	Fund 44 balance	227,474
AODA Outpatient		215,092	62,132	28.9%	New Core Budget Balance after Chargeback 18,386	***		
CCS		2,873,893	1,415,966	49.3%				
Adult Protective Services		93,881	51,552	54.9%	Fund 34 Projected Year End Balance for Carryover	0		
Treatment Court		157,614	68,432	43.4%	Fund 63 Projected Year End Balance	0 ****		
Birth to Three Program		195,933	111,183	56.7%	*MH Institute charges go to Fund 56 as reduction in revenue			
Children with Disabilities		177,280	88,036	49.7%	**MHI anticipated charges do not include any expected insurance reimbursements			
HHS Board Approved Budget	8,725,849	8,725,849	4,445,706	51%	***Balance rolls to General Fund			
					****Unused balance goes to Fund 18 for reinvestment in transportation program			

RICHLAND COUNTY
2023 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



CRISIS STABILIZATION	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Days of Stay	28	28	9	18	0	0	0					
# of Individuals	2	1	1	1	0	0	0					
Cost of Stay	\$17,500	\$17,500	\$5,625	\$900	\$0	\$0	\$0					
Reimbursements	\$0	\$0	(\$10,574)	\$0	(\$1,561)	\$0	(\$579)					
County Expense	\$17,500	\$17,500	(\$4,949)	\$900	(\$1,561)	\$0	(\$579)	\$0	\$0	\$0	\$0	\$0

YTD ADULT CRISIS STABILIZATION

Days of Stay	83
# of Individuals	3
Cost of Stay	\$41,525
Reimbursements	(\$12,714)
County Expense	\$28,811

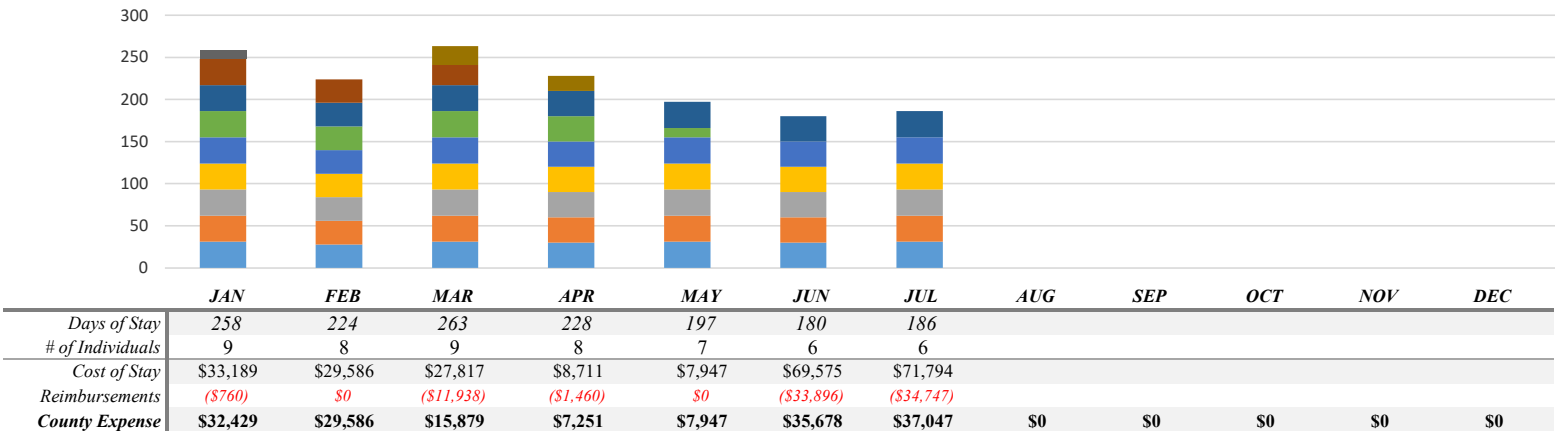
YTD ADULT INSTITUTIONAL

Days of Stay	289
# of Individuals	12
Cost of Stay	\$386,938
Reimbursements	(\$121,321)
County Expense	\$265,617

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	1536
# of Individuals	10
Cost of Stay	\$248,619
Reimbursements	(\$82,801)
County Expense	\$165,818

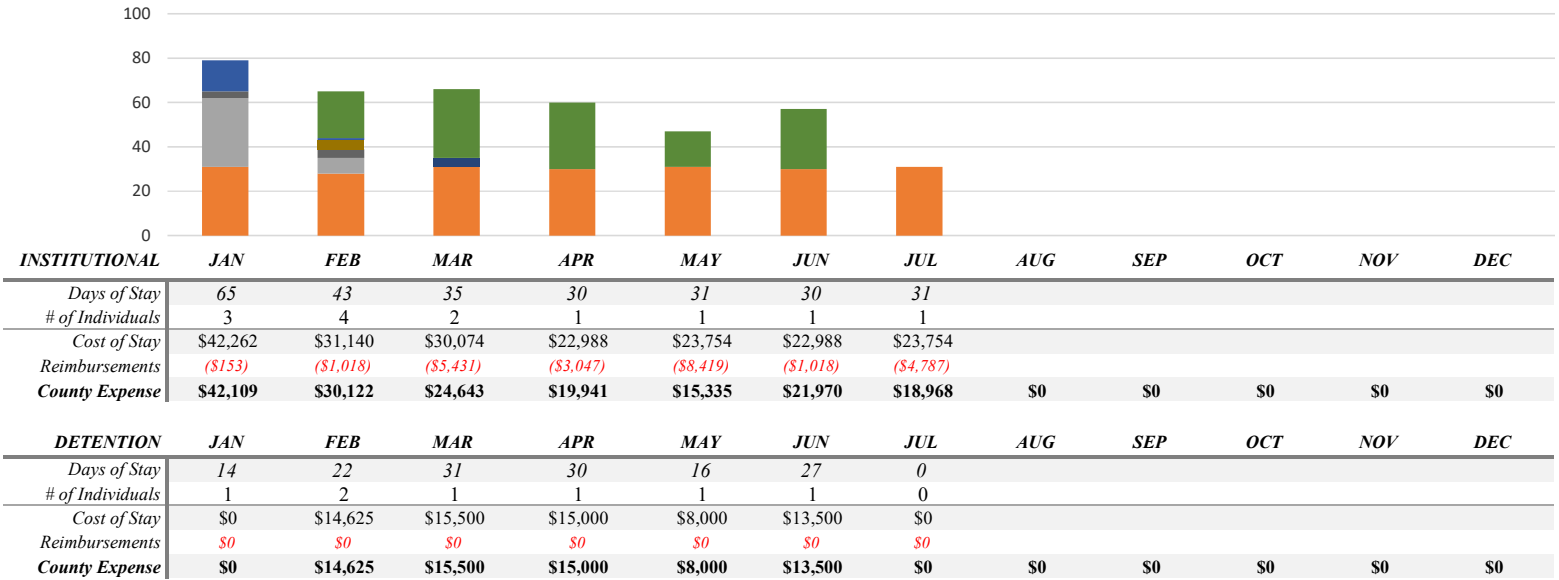
FUND 54 BEGINNING BALANCE	\$705,000	
TOTAL EXPENSE IN FUND 54:	\$460,246	65% utilized
FUND 54 REMAINING BALANCE	\$244,754	

RICHLAND COUNTY
2023 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

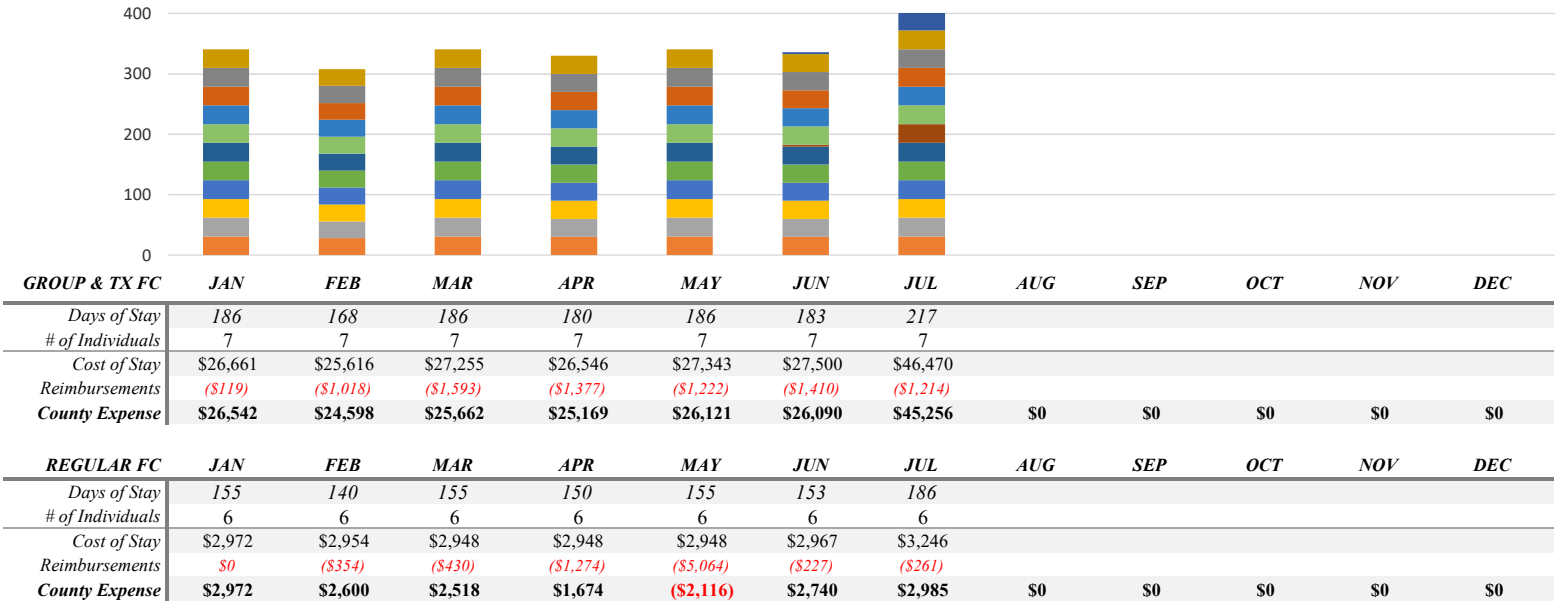


YTD CHILD INSTITUTIONAL		YTD DETENTION	
Days of Stay	265	Days of Stay	140
# of Individuals	5	# of Individuals	2
Cost of Stay	\$196,962	Cost of Stay	\$66,625
Reimbursements	(\$23,872)	Reimbursements	\$0
County Expense	\$173,089	County Expense	\$66,625

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		YTD REGULAR FOSTERCARE	
Days of Stay	1306	Days of Stay	1094
# of Individuals	7	# of Individuals	6
Cost of Stay	\$207,391	Cost of Stay	\$20,983
Reimbursements	(\$7,952)	Reimbursements	(\$7,610)
County Expense	\$199,438	County Expense	\$13,373

<i>FUND 44 BEGINNING BALANCE</i>	\$680,000	
TOTAL EXPENSE IN FUND 44:	\$452,526	67% utilized
<i>FUND 44 REMAINING BALANCE</i>	\$227,474	

Contract Monitoring Report

2023

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
A & J Family Homes and Services, LLC	Brandi Christanson	\$285,000.00	\$64,788.97	July	\$64,788.97	\$220,211.03	22.73%
Annika Mersmann	Brandi Christanson	\$49,500.00	\$8,824.22	July	\$8,824.22	\$40,675.78	17.83%
Community Service Associates dba Pauquette Center for Psychological	Brandi Christanson	\$30,000.00	\$0.00	July	\$0.00	\$30,000.00	0.00%
CORE Treatment Services, Inc.	Brandi Christanson	\$9,500.00	\$2,850.00	July	\$2,850.00	\$6,650.00	30.00%
Cornerstone Foundation dba Lucky Star 3 Corporation	Brandi Christanson	\$250,000.00	\$112,966.14	July	\$112,966.14	\$137,033.86	45.19%
Coulee Region Psychiatric Services, S.C.	Brandi Christanson	\$35,000.00	\$18,349.50	July	\$18,349.50	\$16,650.50	52.43%
Dean Saner, Psy. D.	Brandi Christanson	\$20,000.00	\$1,294.15	July	\$1,294.15	\$18,705.85	6.47%
Diane's Adult Family Home	Brandi Christanson	\$100,000.00	\$50,765.81	July	\$50,765.81	\$49,234.19	50.77%
Driftless Counseling, LLC dba Trailhead Therapy and Mentoring	Brandi Christanson	\$900,000.00	\$413,994.81	July	\$413,994.81	\$486,005.19	46.00%
Ellen Adult Family House	Brandi Christanson	\$6,000.00	\$0.00	July	\$0.00	\$6,000.00	0.00%
Evergreen Manor III	Brandi Christanson	\$75,000.00	\$0.00	July	\$0.00	\$75,000.00	0.00%
Evergreen Manor, Inc.	Brandi Christanson	\$75,000.00	\$32,253.18	July	\$32,253.18	\$42,746.82	43.00%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Fitness Choices	Brandi Christanson	\$49,500.00	\$5,322.57	July	\$5,322.57	\$44,177.43	10.75%
Gundersen Lutheran Administrative Services, Inc.	Brandi Christanson	\$49,500.00	\$0.00	July	\$0.00	\$49,500.00	0.00%
Hailey Schneider	Brandi Christanson	\$100,000.00	\$21,876.99	July	\$21,876.99	\$78,123.01	21.88%
Hansen Assessment and Educational Services	Brandi Christanson	\$16,000.00	\$7,875.00	July	\$7,875.00	\$8,125.00	49.22%
Highland Spring Counseling, LLC	Brandi Christanson	\$17,500.00	\$9,625.00	July	\$9,625.00	\$7,875.00	55.00%
Jean Warrior, Ph.D.	Brandi Christanson	\$30,000.00	\$8,107.50	July	\$8,107.50	\$21,892.50	27.03%
Jessica Leinberger Counseling, LLC	Brandi Christanson	\$49,500.00	\$15,698.15	July	\$15,698.15	\$33,801.85	31.71%
Lutheran Social Services of WI & Upper Michigan, Inc.	Brandi Christanson	\$49,500.00	\$0.00	July	\$0.00	\$49,500.00	0.00%
Midwest Center for Psychotherapy and Sex Therapy	Brandi Christanson	\$5,000.00	\$0.00	July	\$0.00	\$5,000.00	0.00%
Midwest Monitoring and Surveillance	Brandi Christanson	\$15,000.00	\$1,001.50	July	\$1,001.50	\$13,998.50	6.68%
Miramont Behavioral Health	Brandi Christanson	\$49,500.00	\$0.00	July	\$0.00	\$49,500.00	0.00%
Northwest Counseling & Guidance Clinic	Brandi Christanson	\$90,000.00	\$41,707.09	June	\$41,707.09	\$48,292.91	46.34%
Options Lab, Inc.	Brandi Christanson	\$15,000.00	\$487.50	July	\$487.50	\$14,512.50	3.25%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Orion Family Services	Brandi Christanson	\$49,500.00		July			
Pine Counseling	Brandi Christanson	\$25,000.00	\$0.00	July	\$0.00	\$25,000.00	0.00%
Pleasant Ridge Homes, LLC	Brandi Christanson	\$150,000.00	\$4,293.30	July	\$4,293.30	\$145,706.70	2.86%
RTP (WI), S.C. dba Array Behavioral Care	Brandi Christanson	\$130,000.00	\$26,994.92	June	\$26,994.92	\$103,005.08	20.77%
Satori House	Brandi Christanson	\$1,000.00	\$0.00	July	\$0.00	\$1,000.00	0.00%
Schmitt Woodland Hills	Brandi Christanson	\$5,000.00	\$0.00	July	\$0.00	\$5,000.00	0.00%
Shay Rehabilitation & Psychological Services, INC dba	Brandi Christanson	\$300,000.00	\$115,949.00	July	\$115,949.00	\$184,051.00	38.65%
Tellurian, Inc.	Brandi Christanson	\$115,000.00	\$41,989.00	July	\$41,989.00	\$73,011.00	36.51%
Therapy Without Walls, LLC	Brandi Christanson	\$49,500.00	\$0.00	July	\$0.00	\$49,500.00	0.00%
TLC Senior Home Care, LLC	Brandi Christanson	\$85,000.00	\$41,492.37	July	\$41,492.37	\$43,507.63	48.81%
Trempealeau County Health Care Center	Brandi Christanson	\$270,000.00	\$0.00	July	\$0.00	\$270,000.00	0.00%
VARC, Inc.	Brandi Christanson	\$49,500.00	\$5,061.89	July	\$5,061.89	\$44,438.11	10.23%
Viroqua Nutrition Counseling, LLC	Brandi Christanson	\$15,000.00	\$0.00	July	\$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	Brandi Christanson	\$840,000.00	\$426,972.28	July	\$426,972.28	\$413,027.72	50.83%
Wisconsin Family Ties	Brandi Christanson	\$36,000.00	\$0.00	July	\$0.00	\$36,000.00	0.00%
You Are Enough Counseling, LLC	Brandi Christanson	\$49,500.00	\$18,030.54	July	\$18,030.54	\$31,469.46	36.43%
Impact Community Planning Group, LLC	Brandie Anderson	\$15,725.00	\$15,105.00	July	\$15,105.00	\$620.00	96.06%
					CONTRACT EXPIRED MAY 2023		
BI Incorporated	Jessica Tisdale	\$5,000.00	\$0.00	July	\$0.00	\$5,000.00	0.00%
Children's Hospital of Wisconsin Community Services-Children's	Jessica Tisdale	\$250,000.00	\$38,584.00	July	\$38,584.00	\$211,416.00	15.43%
Chileda Institute	Jessica Tisdale	\$255,000.00	\$162,449.24	July	\$162,449.24	\$92,550.76	63.71%
					CONTRACT AMENDMENT NEEDED		
Community Care Resources	Jessica Tisdale	\$180,000.00	\$53,889.72	July	\$53,889.72	\$126,110.28	29.94%
Family Services of Northeast Wisconsin	Jessica Tisdale	\$160,000.00	\$16,593.46	July	\$16,593.46	\$143,406.54	10.37%
Family Support Services, LTD	Jessica Tisdale	\$9,500.00	\$2,413.85	July	\$2,413.85	\$7,086.15	25.41%
Forward Home for Boys	Jessica Tisdale	\$100,000.00	\$63,021.24	July	\$63,021.24	\$36,978.76	63.02%
					CONTRACT AMENDEMNT NEEDED		
Midwest Monitoring and Surveillance	Jessica Tisdale	\$5,000.00	\$60.00	July	\$60.00	\$4,940.00	1.20%
Moe's Transitional Living Center	Jessica Tisdale	\$115,000.00	\$20,006.00	July	\$20,006.00	\$94,994.00	17.40%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Oxford House, Inc.	Jessica Tisdale	\$600.00	\$0.00	July	\$0.00	\$600.00	0.00%
Platteville Family Resource Center	Jessica Tisdale	\$9,500.00	\$10,000.00	July	\$10,000.00	(\$500.00)	105.26%
CONTRACT AMENDMENT NEEDED							
A & J Vans, Inc. dba A & J Mobility	Laurie Couey	\$25,000.00	\$0.00	July	\$0.00	\$25,000.00	0.00%
Autism Society of Greater Wisconsin	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Children's Hospital of Wisconsin Community Services-Children's	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Christian Servants Home Care, LLC	Laurie Couey	\$30,000.00	\$7,560.10	July	\$7,560.10	\$22,439.90	25.20%
Community Care Resources	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Cooperative Educational Service Agency (CESA) 3	Laurie Couey	\$15,000.00	\$0.00	July	\$0.00	\$15,000.00	0.00%
CR Therapy	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Dane County Fence and Deck Company Inc., DBA Fence World of	Laurie Couey	\$49,500.00	\$21,808.00	July	\$21,808.00	\$27,692.00	44.06%
Discovery Play School Inc.	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Easter Seals of Wisconsin, Inc.	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Elevation Dance Academy	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
In2Great Children's Therapy, LLC dba Motiv8 Children's Therapy	Laurie Couey	\$10,000.00	\$0.00	July	\$0.00	\$10,000.00	0.00%
J & B Medical Supply	Laurie Couey	\$20,000.00	\$5,371.76	July	\$5,371.76	\$14,628.24	26.86%
Logan James Herr Foundation Inc. DBA Logan's Heart and Smiles	Laurie Couey	\$49,500.00	\$0.00	July	\$0.00	\$49,500.00	0.00%
Lori Knapp, Inc.	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
M Squared NC, LLC dba Action Fence	Laurie Couey	\$49,500.00	\$19,474.00	July	\$19,474.00	\$30,026.00	39.34%
Memorial Hospital of Boscobel, Inc.	Laurie Couey	\$75,000.00	\$6,077.70	July	\$6,077.70	\$68,922.30	8.10%
Music on the Move Music Therapy Services	Laurie Couey	\$10,000.00	\$0.00	July	\$0.00	\$10,000.00	0.00%
National Seating and Mobility	Laurie Couey	\$11,000.00	\$837.20	July	\$837.20	\$10,162.80	7.61%
Paquette Therapy, LLC	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Premier Financial Management Services	Laurie Couey	\$180,000.00	\$77,443.87	July	\$77,443.87	\$102,556.13	43.02%
Rural Wisconsin Health Cooperative	Laurie Couey	\$75,000.00	\$33,693.73	July	\$33,693.73	\$41,306.27	44.92%
Soaring Skills, LLC	Laurie Couey	\$25,000.00	\$1,793.02	July	\$1,793.02	\$23,206.98	7.17%
St. Joseph's Health Services, Inc.	Laurie Couey	\$75,000.00	\$25,423.63	July	\$25,423.63	\$49,576.37	33.90%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Symons Recreation Complex	Laurie Couey	\$15,000.00	\$960.00	July	\$960.00	\$14,040.00	6.40%
The Change Group, LLC	Laurie Couey	\$25,000.00	\$0.00	July	\$0.00	\$25,000.00	0.00%
The Gym-Boree LLC	Laurie Couey	\$11,000.00	\$450.00	July	\$450.00	\$10,550.00	4.09%
United Seating and Mobility, LLC DBA Numotion	Laurie Couey	\$11,000.00	\$2,457.90	July	\$2,457.90	\$8,542.10	22.34%
Wisconsin Badger Camp	Laurie Couey	\$11,000.00	\$0.00	July	\$0.00	\$11,000.00	0.00%
Bethel Home Helping Hands	Roxanne Klubertanz-	\$3,000.00	\$0.00	July	\$0.00	\$3,000.00	0.00%
Bethlehem Lutheran Church	Roxanne Klubertanz-	\$4,800.00	\$3,200.00	August	\$3,200.00	\$1,600.00	66.67%
INVOICED THROUGH AUGUST							
Center Pharmacy	Roxanne Klubertanz-	\$2,000.00	\$0.00	August	\$0.00	\$2,000.00	0.00%
City of Richland Center	Roxanne Klubertanz-	\$3,600.00	\$2,400.00	August	\$2,400.00	\$1,200.00	66.67%
INVOICED THROUGH AUGUST							
Drfitless Area Ink, LLC dba Task Fairy	Roxanne Klubertanz-	\$2,000.00	\$0.00	July	\$0.00	\$2,000.00	0.00%
Harvest Guest Home	Roxanne Klubertanz-	\$2,000.00	\$0.00	July	\$0.00	\$2,000.00	0.00%
Lori Knapp, Inc.	Roxanne Klubertanz-	\$9,000.00	\$1,299.00	July	\$1,299.00	\$7,701.00	14.43%
Mazo Catering	Roxanne Klubertanz-	\$79,800.00	\$10,932.00	July	\$10,932.00	\$68,868.00	13.70%

Provider Name	Manager	Contract Amount	Amount Expended	Current Month Invoiced	Total Amount Expended	Balance	% Utilized
Richland County Food Service	Roxanne Klubertanz-	\$130,000.00	\$65,724.70	July	\$65,724.70	\$64,275.30	50.56%
Richland Electric Cooperative	Roxanne Klubertanz-	\$1,500.00	\$0.00	July	\$0.00	\$1,500.00	0.00%
Schmitt Woodland Hills	Roxanne Klubertanz-	\$9,000.00	\$295.00	July	\$295.00	\$8,705.00	3.28%
St. Anthony's Parish	Roxanne Klubertanz-	\$14,000.00	\$2,800.00	August	\$2,800.00	\$11,200.00	20.00%
Symons Recreation Complex	Roxanne Klubertanz-	\$5,000.00	\$126.00	July	\$126.00	\$4,874.00	2.52%
Village Caregiving, LLC	Roxanne Klubertanz-	\$3,000.00	\$1,357.50	July	\$1,357.50	\$1,642.50	45.25%
VRI	Roxanne Klubertanz-	\$2,500.00	\$179.75	June	\$179.75	\$2,320.25	7.19%
Bindl Snowplowing	Stephanie Ronnfeldt	\$6,500.00	\$5,944.00	July	\$5,944.00	\$556.00	91.45%
CONTRACT MAY NOT BE NEEDED FOR WINTER 2023 DUE TO MAINTENANCE CENTRALIZATION							
Passages, Inc.	Stephanie Ronnfeldt	\$2,600.00	\$0.00	July	\$0.00	\$2,600.00	0.00%
Southwest Wisconsin Workforce Development Board	Stephanie Ronnfeldt	\$325,000.00	\$78,732.38	June	\$78,732.38	\$246,267.62	24.23%

AMENDED CONTRACTS/AGREEMENTS/MOUS

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 AMENDED HHS CONTRACT/AGREEMENT/MOU APPROVALS (9-14-2023)		
THE CHANGE GROUP, LLC	Request Board approval to amend the contract with <u>The Change Group, LLC</u> due to an additional need for provide psychotherapy, community skills development, and a variety of other services to Comprehensive Community Services consumers in the Behavioral Health Services Unit. (Berlin)	<i>Original Contract Amount: 25,000.00</i> for CLTS clients only Requesting Board approval to amend the current contract with <u>The Change Group, LLC</u> for an additional \$49,500 for CCS use only to a total amount not to exceed 74,500.
FORWARD HOME FOR BOYS	Request Board approval to enter into a contract with <u>Forward Home For Boys</u> to provide group home services to children being served by the Child & Youth Services Unit. (Richland Center)	<i>Original Contract Amount: \$100,000</i> Requesting Board approval to amend the current contract with <u>Forward Home For Boys</u> to a total amount not to exceed \$110,000.
CHILED A INSTITUTE	Request Board approval to amend the contract with <u>Chileda Institute</u> due to an increased care need for children being served in the Child and Youth Services Unit. (La Crosse)	<i>Original Contract Amount: \$255,000</i> Requesting Board approval to amend the current contract with <u>Chileda Institute</u> to a total amount not to exceed \$300,000.
PLATTEVILLE FAMILY RESOURCE CENTER	Request Board approval to amend the contract with <u>Platteville Family Resource Center</u> due to an increased care need for Psychological tests for parents and children being served in the Child and Youth Services Unit. (Platteville)	<i>Original Contract Amount: \$9,500</i> Requesting Board approval to amend the current contract with <u>Platteville Family Resource Center</u> to a total amount not to exceed \$15,000.
WISCONSIN FAMILY TIES	Request Board approval to amend the contract with <u>Wisconsin Family Ties</u> due to an increased care need for Family/Caregiver support of children enrolled in the Children’s Long-Term Support Programs in the Behavioral Health Services Unit. (Madison)	<i>Original Contract Amount: 36,000.00</i> for CCS clients only Requesting Board approval to amend the current contract with <u>Wisconsin Family Ties</u> for an additional \$5,000 for CLTS use only to a total amount not to exceed \$41,000.

NEW CONTRACTS/AGREEMENTS/MOUS

RICHLAND COUNTY HEALTH AND HUMAN SERVICES 2023 NEW HHS CONTRACT/AGREEMENT/MOU APPROVALS (9-14-2023)		
Roots Residential Adult Family Homes, LLC	Request Board approval to enter into a contract with <u>Roots Residential Adult Family Homes, LLC</u> to provide group home placement services for adults being served by the Behavioral Health Services Unit. (Racine)	Requesting Board approval to enter into a contract with <u>Roots Residential Adult Family Homes, LLC</u> for a total amount not to exceed \$100,000 .
Ferguson Consulting, LLC	Request Board approval to enter into a contract with <u>Ferguson Consulting, LLC</u> to provide Mental Health Therapy Clinical Supervision for staff providing Mental Health Outpatient Therapy to persons being served by the Behavioral Health Services Unit. (Richland Center)	Requesting Board approval to enter into a contract with <u>Ferguson Consulting, LLC</u> for a total amount not to exceed \$2,500 .
Our House Senior Living-Memory Care	Request Board approval to enter into a contract with <u>Our House Senior Living-Memory Care</u> to provide community-based residential home placement services for adults being served by the Behavioral Health Services Unit. (Reedsburg)	Requesting Board approval to enter into a contract with <u>Our House Senior Living-Memory Care</u> for a total amount not to exceed \$26,000 .
Red Maple Consulting Services, LLC	Request Board approval to enter into a contract with <u>Red Maple Consulting Services, LLC</u> to provide psychotherapy, psycho-education, substance abuse and recovery planning, community skills development, and wellness management, to Comprehensive Community Services consumers in the Behavioral Health Services Unit. (Gays Mills)	Requesting Board approval to enter into a contract with <u>Red Maple Consulting Services, LLC</u> for a total amount not to exceed \$49,500 .
Whispering Pines Custom Builders, LLC	Request Board approval to enter into a contract with <u>Whispering Pines Custom Builders, LLC</u> to provide home modification for children enrolled in the Children's Long-Term Support Program in the Behavioral Health Services Unit. (Richland Center)	Requesting Board approval to enter into a contract with <u>Whispering Pines Custom Builders, LLC</u> for a total amount not to exceed \$5,000 .

Richland County Health & Human Services and Veterans Standing Committee

Agenda Item Cover

Agenda Item Name: *Modification of the Richland County Health and Human Services Handbook Addendum*

Unit	HHS	Presented By:	Tricia Clements
Date of Meeting:	September 14, 2023	Action Needed:	Vote // Resolution
Disclosure:	Open	Authority:	County Board
Date submitted:	September 7, 2023	Referred by:	

Recommendation and/or action language: Recommend a motion, to "modify the Richland County Health and Human Addendum to the Richland County Employee Handbook of Personnel Policies and Work Rules, effective October 8, 2023."

The following updates are requested to be made in the Health and Human Services Addendum, effective October 8, 2023:

1. Terms and Conditions of Employment - #14 – Family Medical Leave – Eliminate the requirement that all FMLA paperwork be submitted to the Director (page 7.)
2. Hiring and Employment Considerations - #1b – Change the shall place an advertisement to may (page 7.)
3. Hiring and Employment Considerations – #1d – Change paid at the Social Worker (Temporary Certification) starting rate to one grade lower than the grade of the position (page 7.)
4. Hiring and Employment Considerations - #1g – Change paid at the Mental Health Therapist (Non-Licensed) beginning rate to Employees hired for a Mental Health Therapist position who have their training license, shall be paid at one grade below the Mental Health Therapist grade (page 8.)
5. Miscellaneous Personnel Provisions - #1 – Add “In addition to following the county handbook” at the start of the paragraph. Change Administration & Building Operations Manager to Confidential Administrative Secretary (page 11.)

Background:

In 2023, APS and CPS social workers were reclassified up one grade. Prior to the re-class those with temporary social worker certification were a grade lower. When the reclass occurred, changes were not made to these positions. We are asking to modify the Handbook to list those with a temporary social work certification doing APS or CPS work to be one grade lower than the APS or CPS worker. This handbook change will allow for smoother transitions in the future if re-classes are to occur again.

2023 also brought a recall to the Mental Health Therapist. They were moved up one grade but those with a therapist in training license did not move up a grade. We are asking the handbook be modified to place those in training one grade lower than a mental health therapist.

Other changes are being requested to bring the handbook into compliance with current practice.

Attachments and References:

Richland County Health and Human Services Addendum to the Richland County Employee Handbook of Personnel Policies and Work Rules	Resolution No. 22-124

Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	

These changes would result in an increase of \$4,422.35. The majority of these expenses are already in the budget as they were vacant positions when the year started and were budgeted with the expectation of having someone fill the position with their license or certification.

Approval:

Review:



Department Head

Administrator, or Elected Office (if applicable)

Richland County Health and Human Services

Addendum to the Richland County Employee Handbook of Personnel Policies and Work Rules

The Policies contained herein may be amended, changed, deleted, withdrawn
or suspended at any time in the County's discretion.

January 2012 (Adopted)
January 2013 (Amended)
January 2014 (Amended)
March 2015 (Amended)
January 2016 (Amended)
June 2016 (Amended)
August 2020 (Amended)
February 2021 (Amended)
August 2021 (Amended)
January 2022 (Amended)
June 2022 (Amended)
October 2024 (Amended)

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This addendum has been prepared as a supplement to the Richland County Employee Handbook of Personnel Policies and Work Rules as it relates to employees of the Health and Human Services Department. In the case of a direct conflict between the Handbook and this addendum, this addendum shall control.

DEFINITIONS

Refer to Employee Handbook

INTRODUCTION TO YOUR EMPLOYEE HANDBOOK AND WORK RULES

Refer to Employee Handbook

EXTENT OF HANDBOOK

The County Administrator shall have jurisdiction over all personnel matters relating to County employees.

MANAGEMENT RIGHTS

Refer to Employee Handbook

EQUAL OPPORTUNITY

Refer to Employee Handbook

TERMS AND CONDITION OF EMPLOYMENT

1. Office Hours

Refer to Employee Handbook

- d. The Director's right to change work hours is limited to the hours of 7:00 a.m. to 9:00 p.m., provided that any change in work hours is preceded by at least one (1) week written notice to all affected employees. The normal workday shall be eight (8) hours. The normal work week shall be forty (40) hours, Monday through Friday. Employee lunch hours (½ hour to 1 hour) may be staggered to provide office coverage during the noon hour. Various programs will operate later into the evening as needed. Staff will organize work week to accommodate this time of operation, not to exceed their normal approved work week hours. Part-time or Temporary Casual County staff shall work schedules approved by their immediate supervisor, not to exceed their normal approved work week hours.

The Director is authorized to temporarily reduce the number of work hours of a consenting full-time employee, if it is in the best interest of the Department, to no less than thirty-five (35) hours per week, without County Administrator approval. Refer to the County Administrator's Office regarding the impact of benefit accrual on reduced hours.

2. Outside Employment

Refer to Employee Handbook

3. Pay Period

Refer to Employee Handbook

4. Time Paid

Refer to Employee Handbook

5. Accidents and Injuries

Refer to Employee Handbook

6. Health Examinations

Refer to Employee Handbook

7. Breaks

Refer to Employee Handbook

8. Leave of Absence

Refer to Employee Handbook

Leaves of absence without pay for up to thirty (30) working days duration may be granted by the Director with notification to the County Administrator's Office. Refer to the County Administrator's Office regarding benefit accrual.

9. Flexible Work Schedule

Refer to Employee Handbook

10. Seniority or Length of Hire

Refer to Employee Handbook

11. Performance Evaluations

Refer to Employee Handbook

Annual performance evaluations are conducted on each employee and should be completed annually. The Director shall conduct the evaluation of all unit managers. Each supervisor is responsible for conducting the evaluation of his or her immediate staff. The All Agency Performance Evaluations Policy (AA3.2.3) shall be followed and the appropriate form completed. If the employee's overall evaluation score is Needs Improvement (NI) or Unsatisfactory (U), management is to refer to #5. Discipline, Suspension or Dismissal of the section HIRING AND EMPLOYMENT CONSIDERATIONS of the Health & Human Services Addendum for further action if needed.

12. Personnel Files

Refer to Employee Handbook

13. Time Cards (Timekeeping)

Refer to Employee Handbook

Cr. 1/17/12, Res. 12-1; Eff. 1/21/14, Res 14-21, 11. a. revised;

COMPENSATION AND FRINGE BENEFITS

1. Salaries

Refer to Richland County Salary Grades

2. Health Insurance and Dental Insurance

Refer to Employee Handbook

3. Loss of Time Insurance

Refer to Employee Handbook

4. Retirement Plan

Refer to Employee Handbook

5. Life Insurance

Refer to Employee Handbook

6. Section 125 Flex

Refer to Employee Handbook

7. Paid Holidays

Refer to Employee Handbook

8. Bereavement Leave

Refer to Employee Handbook

9. Compensatory Time

Refer to Employee Handbook

- a. Non-Exempt Employees: Payment in lieu of compensatory time shall be agreed upon in advance by the employee and the Director.
- b. Exempt Employees: Management and Professional staff earns compensatory time when total paid hours are greater than forty (40) hours in one week. Prior approval by the Director is required to work hours, which will result in earned compensatory time. Compensatory time is earned at the rate of hour for hour. Compensatory time may be accumulated up to a maximum of forty (40) hours and it shall then in all instances be taken by the last pay period of the calendar year in which it was generated or it will be paid for by the last pay period of the year. Use of compensatory time off shall be by mutual agreement between the employee and the Director. Compensatory time earned and used will be reported to the County Administrator's Office for each payroll period. Payment in lieu of compensatory time shall be agreed upon in advance by the employee and the Director.
- c. On-Call Compensatory Time: Health and Human Services staff serving as emergency on-call personnel shall earn compensatory time as follows:
 - On-call pay of \$2.00 per hour will be earned for on-call duty;
 - On-call holiday pay of \$2.50 per hour will be earned for on-call holiday duty. Holiday duty shall include the County-paid holiday as well as the actual calendar holiday if it falls on a separate day;
 - Any assignment among unit employees shall be rotated as reasonably possible, and management will allow reasonable trades of availability;
 - On-call employee who is called upon to work shall receive 1.5 hours of comp time for every hour or partial hour worked not to exceed forty (40) hours of accumulated on-call compensatory time. On-call compensatory time earned can accrue and shall be taken prior to the end of the calendar year in which it was generated or be paid out. Additional calls received within the hour shall not be considered as a new call for purposes of this provision.
 - On-call compensatory time earned and used will be reported to the County Administrator's Office for each payroll period.
 - Use of on-call compensatory time off shall be by mutual agreement between the employee and his/her immediate supervisor.
 - Payment in lieu of compensatory time shall be agreed upon in advance by the employee and the Director.
- d. Health and Human Services staff who have a specialized bilingual fluency and are assigned to participate on the Economic Support bi-lingual call center queue or provide interpreter services in the course of their duties shall be eligible for a wage modifier of \$0.75 per hour.

10. Overtime

Refer to Employee Handbook

11. Sick Leave

Refer to Employee Handbook

12. Voluntary Sick Leave Donation

Refer to Employee Handbook

13. Vacation

Refer to Employee Handbook

14. Family and Medical Leave

Refer to Employee Handbook

~~All employees requesting Family and Medical Leave shall also submit a copy of all required forms/documents to the Director for action and filing in the employee's medical record which is kept separate from their personnel file.~~

15. Symons Employee Membership

Refer to Employee Handbook

16. Military Leave

Refer to Employee Handbook

Cr. 1/17/12, Res. 12-1; Eff. 4/21/14, Res. 14-21, 8. b. revised, 8. c. revised, 13. a. added; Eff. 4/21/15, Res. 15-51, 8. c. pager payment modified, lieu payment added;

RULES OF CONDUCT

1. Department Heads' Responsibility

Refer to Employee Handbook

2. Grounds for Termination or Suspension

Refer to Employee Handbook

3. Harassment

Refer to Employee Handbook

4. Violence in the Workplace

Refer to Employee Handbook

HIRING AND EMPLOYMENT CONSIDERATIONS

1. Hiring for Long-Term Vacancies (90 days or longer):

- a. The Director shall notify the County Administrator of vacant County positions;
- b. The Director or designee shall **may** place an advertisement for a minimum of two consecutive weeks in the Richland Observer and in other publications as needed. The advertisement shall briefly describe the job, the salary range set forth, and solicit written applications within a specific timeframe;
- c. The Director and the appropriate supervisor and/or designee shall screen all applications. Selected applicants shall be interviewed by the Health & Human Services Director, the appropriate manager/supervisor, and/or designee. For all management positions, a final interview shall be held by the Health and Human Services Director, the appropriate supervisor and/or designee, and the County Administrator if he/she opts to participate. The Director shall notify the County Administrator of the appointment of all County employees. Prior to offering a position, reference checks, and skills testing may be required. Satisfactory criminal and caregiver background checks are a requirement of employment.
- d. Employees hired for a Social Worker or AODA Counselor position, who have not yet received certification, shall be placed **at one pay grade lower than** the ~~Social Worker position that they were hired for~~ as ~~(Temporary Certification)~~ their starting rate, and agree to obtain temporary certification by the end of his/her probationary period. This is a requirement and condition of employment for the position he/she has been appointed to and an agreement will be entered into as part of the employment offer. The Director may waive the Social Worker certification requirement of an otherwise qualified candidate if it does not conflict with any other program requirements and is in the best interest of the agency and the services to be provided.

When the certification requirement is waived, the employee may not advance to the pay grade for the certified social worker level positions.

- e. The employee shall then obtain his/her Social Worker or AODA Counselor Certification from the State of Wisconsin within two years from the date of hire. Employees agree to take the necessary course work at his/her own expense, and will pay for any fees related to obtaining said certification. This is a requirement and condition of employment for the position he/she has been appointed to and an agreement will be entered into as part of the employment offer. If the timetable is not adhered to, he/she will terminate employment with Richland County by resignation on a voluntary basis unless an extension has been approved by the Director. Once proof of social work certification is received, the employee will be paid at the Social Worker (Certified) step that provides them with an increase in salary. Once proof of AODA certification is received, the employee will be paid at the AODA (Certified) step that provides them with an increase in salary. Thereafter, employees shall move through the salary schedule based upon the time required between steps.
- f. Employees hired as a Social Worker who holds a Master's Degree in Social Work from an accredited school shall be paid at the Social Worker (Certified) starting rate. The employee shall then obtain his/her Social Worker Certification from the State of Wisconsin within one year from the date of hire. Employees agree to take the necessary course work at his/her own expense, and will pay for any fees related to obtaining said certification. This is a requirement and condition of employment for the position he/she has been appointed to and an agreement will be entered into as part of the employment offer. If the timetable is not adhered to, he/she will terminate employment with Richland County by resignation on a voluntary basis unless an extension has been approved by the Director.
- g. Employees hired for a Mental Health Therapist position who have ~~not yet received~~ **their training** licensure shall be placed **at one grade lower than** the Mental Health Therapist (~~Non-Licensed~~) beginning rate, and agree to achieve the required number of hours of supervised clinical experience based upon degree type to obtain his/her licensure from the State of Wisconsin within two years from the date of hire. Employees agree to take the necessary coursework at his/her own expense and will pay for any fees related to obtaining said certification. This is a requirement and condition of employment for the position he/she has been appointed to and an agreement will be entered into as part of the employment offer. If the timetable is not adhered to, he/she will terminate employment with Richland County by resignation on a voluntary basis unless an extension has been approved by the Director. Once proof of licensure is received and probationary period passed, the employee will be paid at the Mental Health Therapist (Licensed) job rate.

2. Hiring for Temporary Vacancies (Less than 90 days)

Refer to Employee Handbook

- a. All employees who are temporarily assigned to work in a vacant higher paid position shall receive the higher rate of pay working in said position as determined by the Director.

3. Probation Period:

- a. All employees who are new to a County position shall serve no less than a six-month probation period in that new position. County employees who are offered a new position within the same department where they work shall serve a probationary period the length of which shall not be less than three months in duration. All part-time or Temporary Casual County staff are required to work a minimum of 910 hours as their probationary

period. The purpose of the probation period is merely to require that the job performance of all employees who are new to a County position be reviewed within a fixed period from the employee's start of work in any position. A performance evaluation is completed and the purpose of this initial review is to determine:

- If the employee is to continue in the position in regular status, or
 - If the employee's employment in the position is to be terminated. No interference is to arise from the use of the terms "probation" or "probation period" that any employee has, upon the successful conclusion of that employee's probation period, any job security than is otherwise expressly set forth in these Personnel Policies.
- b. Any employee's probation period can be extended up to a maximum of one full year. The granting of extensions shall be by the County Administrator, after receiving the recommendation of the Director. Employees whose probation periods are extended are not eligible to receive their post probation salary increases until the end of their probation period, as extended.
- c. The Director shall make a recommendation to the County Administrator as to whether or not that employee merits the continuation of regular status as a County employee. A copy of a written evaluation and recommendation shall be given to the County employee at the time it is recommended to the County Administrator only if the affected employee has not satisfactorily completed his or her probation period, so that their County employment is to be terminated or if the affected employee's probation period is to be extended. Such written notice shall be given to the affected employee before the end of the employee's probation period. The Director shall also immediately notify the County Administrator's Office as to the employment status of their probationary employees as soon as that status has been determined by the County Administrator.
- d. All decisions concerning whether employees at the end of their probation period shall be:
- Terminated from County employment or
 - Continue their employment in regular employment status with the County or
 - Have their probation period extended, will be made in all instances by the County Administrator. Probationary employees may be terminated at any time at the discretion of the Director. Discharges during the probationary period shall not be subject to the grievance procedure.

4. Reclassification

Refer to Employee Handbook

5. Discipline, Suspension or Dismissal of an Employee:

- a. Management reserves the right to discipline employees as appropriate. The Director and/or the employee's supervisor shall discuss all problems relating to the employee's job performance with the employee. Verbal and written warnings, as well as work plans, shall be documented and placed in the employee's personnel file. Employees receiving such notices are entitled to be heard on the question by the County Administrator.
- b. If the employee fails in the opinion of the Director to adequately correct the problem giving rise to the above notice within the allowed time period, the Director shall present the issue to the County Administrator for advice and consultation if it is not a situation requiring immediate dismissal. The Director and County Administrator will discuss what, if any, job action is to be taken relative to an employee. The Director has the authority to take disciplinary action up to three (3) day suspension without pay provided the Director has notified the County Administrator of the decision.

- c. The above steps in the process of disciplining an employee serve only as a guide and can be bypassed in appropriate situations as determined by the Director and/or County Administrator.
- d. The Director shall not have the authority to terminate an employee. All terminations must be presented to the County Administrator for review and final approval. Prior to the termination, the Director shall ensure that the affected employee is given written notice that termination of the employee has been proposed and the reasons therefore. Nothing in this section shall prevent the County Administrator from suspending the employee without pay pending a decision.
- e. The Richland County Formal Complaint and Mismanagement Policy is to be followed should an employee decide to file a grievance. Refer to <https://administrator.co.richland.wi.us/policy/> to view the policy.
- f. This section shall not apply to terminations due to reorganization, lack of work or the sunset of a position.

6. Non-Disciplinary Termination/Layoff

- a. Elimination of Position

Refer to Employee Handbook

- b. Layoff

Refer to Employee Handbook

- c. Recall: Recall will be at the discretion of the Director unless the County Administrator initiated the layoff.

7. Resignation/Retirement

Refer to Employee Handbook

8. Concerns

Refer to Employee Handbook

9. Policy on Nepotism

Refer to Employee Handbook

Cr. 1/17/12, Res. 12-1; Eff. 1/15/13, Res. 13-14, 1. b. & c. revised; Eff. 1/21/14, Res. 14-21, 2. a. added, 5. Title revised; Eff. 6/21/16, Res. 16-84, 1. & 3. Title change;

REIMBURSEMENTS

1. Lodging

Refer to Employee Handbook

2. Meals

Refer to Employee Handbook

3. Mileage

Refer to Employee Handbook

4. Other Expenses

Refer to Employee Handbook

- a. The Richland County Health & Human Services Purchase Request Form shall be utilized for other business related purchases, and if the employee purchases the item, reimbursement shall be submitted for approval by the County Administrator. Once reimbursement is approved, a check shall be generated separate from payroll and issued one time per month.

5. Registration Fees

Refer to Employee Handbook

6. Expense Vouchers

Refer to Employee Handbook

Cr. 1/17/12, Res. 12-1; Eff. 1/21/14, Res. 14-21, 4. a. added;

MISCELLANEOUS PERSONNEL PROVISIONS

1. Change of Address or Status

Refer to Employee Handbook

- a. **In addition to following the county handbook** policy, it is each employee's responsibility to report changes in legal name, residences and mailing addresses, phone numbers, emergency contacts, and any other relevant information to the Confidential Administrative Assistant ~~Administrator & Building Operations Manager~~ immediately.

2. Official County Bulletin Board

Refer to Employee Handbook

3. Employee Bulletin Board

Refer to Employee Handbook

4. Equipment

Refer to Employee Handbook

5. Telephone Policies

Refer to Employee Handbook

- a. The Director or designee shall determine which employees are to be issued a department cellular phone and how that department cellular phone is to be used.

6. Notification of Absence

Refer to Employee Handbook

7. Weather Conditions

Refer to Employee Handbook

8. Jury Duty

Refer to Employee Handbook

9. Ambulance or Fire Department Volunteers

Refer to Employee Handbook

10. Break Room

Refer to Employee Handbook

11. Credit Union

Refer to Employee Handbook

12. Deferred Compensation

Refer to Employee Handbook

13. Use of Computers, Software & Internet

Refer to Employee Handbook

14. Picture Identification Badge

All Health and Human Services staff shall be issued a picture identification badge by the MIS Department. A security form must be completed prior to issuance of the badge which grants access to certain areas of the Community Services Building. The badge shall be returned to the MIS Department upon separation of employment.

15. Training Opportunities

Refer to Employee Handbook

16. Gifts or Gratuities

Refer to Employee Handbook

17. County Workspaces and Personal Property

Refer to Employee Handbook

Cr. 1/17/12, Res. 12-1; Eff. 6/21/16, Res. 16-84, 1. Modified;

Refer to the Richland County Handbook of Personnel Policies for all items not specifically addressed in this addendum. Health and Human Services employees shall refer to internal All Agency policies and procedures related to the above items when applicable. These policies do not supersede or replace the policies in the Richland County Handbook of Personnel Policies.

This is to certify that I have received my personal copy of Richland County Health & Human Services Addendum to the Richland County Handbook of Personnel Policies and Work Rules, and have read and understand the policies, practices, rules and regulations contained therein.

I understand the above is a condition of my employment.

Date

Position Title

Print Name

Sign Name

**Richland County Health & Human Services Board
Agenda Item Cover**

Agenda Item Name: Approve the 2024-2028 Richland County Coordinated Transportation Plan

Department	HHS	Presented By:	Roxanne Klubertanz-Gerber
Date of Meeting:	September 14, 2023	Action Needed:	Vote
Disclosure:	Open Session	Authority:	
Date submitted:	September 6, 2023	Referred by:	Transportation Coordinating Committee

Recommendation and/or action language: Approve the 2024-2028 Richland County Regionally Developed Transportation Coordinated Plan.

Background: Federal transportation law, as amended by SAFETEA-LU in 2005, and continued in MAP-21, requires that projects funded by the Section 5310, Elderly and Disabled Capital Assistance Program be “derived from a locally developed, coordinated public transit-human services transportation plan” and that the plan be “developed through a process that includes representatives of public, private, and nonprofit transportation and human services providers and participation by members of the public”.

Richland County is part of the Southwest Transit Team (SWTT) which includes Grant, Green, Iowa, LaFayette and Richland Counties. The regional planning process includes the Southwest Regional Planning Commission and the SWTT. There are two parts to the plan with one being locally derived goals specific to Richland County and its program and the other part being regional transportation goals.

Richland County held a Public Forum on April 18, 2023 inviting 217 stakeholders from Richland County to participate. A total of 26 local citizens and stakeholders attended the meeting. The Richland County transportation goals were derived from the public forum and items that crossed over from the previous 2019 transportation plan update. The regional goals were derived from common themes found across the five counties during the public forums.

Attachments and References:

2024-2028 Richland County Transportation Coordinated Plan	

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	63.5563.5310
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	No financial impact		

This plan is required for the Transportation Program to apply for the Federal 5310, Elderly and Disabled Capital Assistance Program.

Approval:

Review:



Department Head

Administrator, or Elected Office (if applicable)

**Richland County Health & Human Services Board
Agenda Item Cover**

2024 Section 5310 Application - OPERATING ASSISTANCE

There are 2 pages in this section

Instructions: Fill in all gray boxes; make no changes to self-calculating boxes.

APPLICANT Richland County

Line Item	Total Budget (including in-kind match from next column)	In-Kind Match Portion*	In-Kind Match Source / Notes on Line Item
EXPENSE:			
Salary/fringe (see staffing tab for instructions)	\$61,040.68		85.21
Office space/rent			
Office Expenses (supplies, postage, telecommunications costs, computers, software lease, etc.)	\$800.00	\$400.00	fun 56
Outreach Expenses (marketing costs, meeting costs, website costs, etc.)	\$3,000.00		85.21
Staff travel and mileage	\$400.00	\$200.00	HHS fund 56
Purchased transportation service			
Volunteer driver reimbursements			
Transportation vouchers			
Vehicle Expenses (tires, parts, maintenance, fuel, insurance, etc.)	\$8,104.92		85.21
Other (specify below)			
TOTAL EXPENSE	\$73,345.60		

LOCAL MATCH:

In-Kind Match		\$600.00
Cash Match	\$36,072.80	
TOTAL LOCAL MATCH	\$36,672.80	

REVENUE:

TOTAL REVENUE	\$6,500.00
----------------------	------------

NET COST:

TOTAL NET COST (Expense minus Revenue):	\$66,845.60
--	-------------

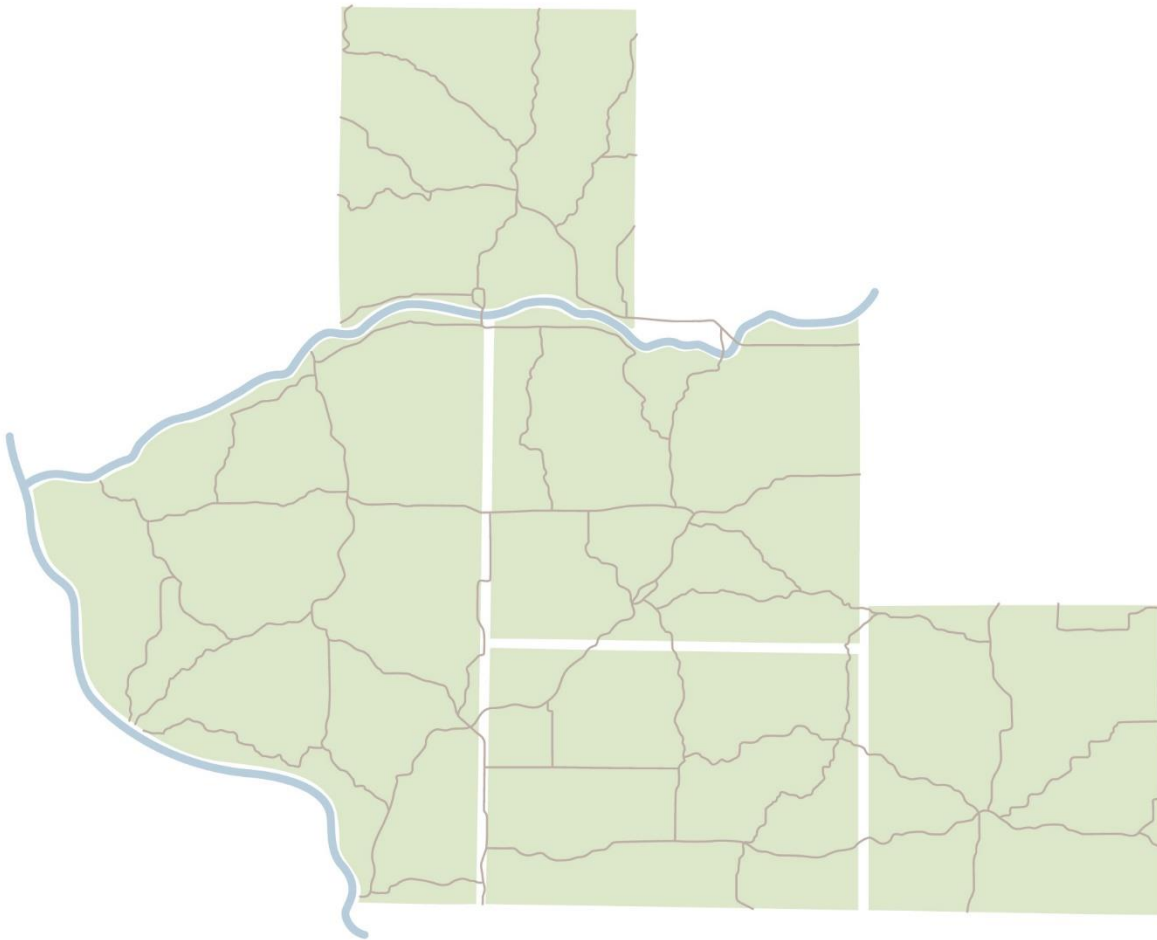
TOTAL:

TOTAL REQUEST (Net Cost minus Local Match):	\$30,172.80
REIMBURSEMENT PERCENTAGE:	45.14%

Cannot be greater than 50% (Automatically calculates)

* In-kind amount cannot exceed total budget line amount.

REGIONAL TRANSIT STUDY FOR SOUTHWEST WISCONSIN RICHLAND COUNTY, WI



PLANNING ASSISTANCE PROVIDED BY



SOUTHWESTERN WISCONSIN
REGIONAL PLANNING
COMMISSION

SOUTHWEST TRANSIT TEAM

Lori Reid

Grant County ADRC

Morgan Kennison

Green County ADRC

Nikki Mumm

Iowa County ADRC

Nohe Caygill

Iowa County ADRC

Dana Marcus

Lafayette County ADRC

Roxanne Klubertanz-Gerber

Richland County ADRC

Chris Mitchell

Hodan Community Services

Jeff Segebrecht

Southwest Community Action Program

Corie Dejno

Southwest Community Action Program

Derek Kruempel

Southwest Opportunities Center

The Southwestern Wisconsin Transit Team (SWTT) is a group that meets bi-monthly to discuss Transportation Coordination Planning including current programs, issues and funding opportunities.

Planning Assistance Provided by:



SOUTHWESTERN WISCONSIN
REGIONAL PLANNING
COMMISSION

P.O. Box 262, Platteville WI 53818

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SOUTHWEST WISCONSIN PLANNING COMMISSION

Grant County

Bob Keeney*
Eileen Nickels
Jerry Wehrle

Green County

Jerry Guth*
Jody Hoesly
Erica Roth

Iowa County

John Meyers*
Carol Anderson*
Todd Novak

Lafayette County

Jack Sauer
Timothy McGettigan
Raymond Spellman*

Richland County

Marty Brewer
Raymond Schmitz
Melissa Luck*

* denotes Executive Committee

STAFF

Troy Maggied

Executive Director

Kate Koziol

Economic Development Specialist

Jaclyn Essandoh

GIS Coordinator

Cory Ritterbusch

Associate Planner

Ellen Tyler

Community Resiliency Planner

Misty Molzof

Local Government Services

Specialist

Austin Coppernoll

GIS Planner

Alyssa Schaeffer

Assistant Planner

Sedgwick Smith

Assistant Planner

Jacob Nelson

Research Analyst

Bryce Mann

Administrative Assistant

Executive Summary

Transportation coordination is a process where human service agencies, transportation providers, consumer groups, and public officials work together to develop and improve services for transportation disadvantaged individuals. Specifically, transportation disadvantaged individuals are people who are unable to provide their own transportation as a result of disability, age-related condition, or income. The Transportation Coordination Plan develops cooperative strategies between county governments and transportation providers through public outreach to providers and individuals who are the most at risk of becoming isolated because of a lack of transportation.

This document outlines the planning process of engaging with the transportation disadvantaged, the needs and gaps in services identified by those individuals, and their solutions in meeting their needs on the local and regional scale. Additionally, this plan seeks to expand transportation access to anyone wishing to utilize public transportation. Their feedback was taken as well. Goals and actions identified from the public were honed by a group of transportation experts and developed into the following plan. This document outlines specifically the needs and goals of Richland County, but shares coordinated plans with Grant, Green, Iowa, and Lafayette Counties.

The key components of this plan include:

- Overview of the Planning Process
- Needs and Gaps
- Regional Framework of Goals and Actions
- Local County Goals and Actions
- Proposed Funding Sources
- Agencies and Individuals Responsible for Plan Implementation
- Timeline
- Coordinate trainings across the region.
- Coordinate ride coverage for off-peak time rides.
- Create additional efficiencies in volunteer driver programs.

Chapter 1: Introduction

Transportation Coordination Plan Requirements and Funding Sources

Federal transit law, as amended by MAP – 21, requires that projects selected for funding under the section 5310 program be “derived from a locally developed, coordinated public transit-human services transportation plan” (hereafter, “Transportation Coordination Plan”) and that plan be “developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public.”

According to MAP-21, a transportation coordination plan must include an assessment that identifies currently available transportation services and resources, service needs for individuals with disabilities, older adults, and people with low incomes and the gaps between resources and needs to develop a prioritized transportation coordination plan with prioritized goals.

Projects competitively selected for funding from the above sources, must be derived from a coordinated plan that minimally includes the following elements at a level consistent with available resources and the complexity of the local institutional environment:

- An assessment of available services that identifies current transportation providers (public, private, and non-profit).
- An assessment of the transportation needs for individuals with disabilities and older adults.
- Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiency in service delivery.
- Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.

While the above Federal programs require the Transportation Coordination Plan, a number of other transit funding sources are available in Wisconsin. While not all of these programs require this coordinated plan, this plan should prove a universal guide for program planning and further grant/funding identification and application for Southwestern Wisconsin.

State of Wisconsin funding programs:

85.21 – Specialized Transportation Assistance Program for Counties

The purpose of this program is to provide financial assistance to counties providing transportation services for elderly and disabled persons. This funding is designed to promote “human dignity and self-sufficiency,” through providing transportation options to people who typically do not have as much access.

The following are federal transit assistance programs authorized under Fixing America’s Surface Transportation Act (FAST Act), which reauthorized the federal surface transportation programs. FAST Act amended the federal transit laws and took effect October 1, 2015

Federal Transit Authority funding programs:

Section 5304: Statewide Transportation Planning Program

Section 5304 is a formula-based grant program apportioned annually to the states for use in rural planning and research. Federal share is 80% with a required 20% non-federal match.

Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities.

This program intends to enhance the mobility of seniors and persons with disabilities by providing funds for programs to service the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services. Federal share for capital projects is 80% with a required 20% local match. Federal share for operating projects is 50% of the net deficit.

Section 5311: Formula Grants for Rural Areas

This program provides formula funding to states for transportation in rural areas, defined by having a population less than 50,000. This program specifically services to enhance healthcare, shopping, education, employment and job access, public services, and recreation. Eligible activities include capital, operation, and planning. Federal share for capital projects is 80% with a required 20% local match. Federal share for operating projects is 50% of the net deficit.

Section 5311 (b)(3): Rural Transportation Assistance Program (RTAP)

Section 5311 (b)(3) is formula funding for states to provide research, technical assistance, and training to improve the delivery of transit services in rural areas under 50,000 in population.

Section 5539: Bus and Bus Facilities Formula Grants

Section 5339 provides capital funding to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities. It replaced 5309 Bus and Bus Facilities program under SAFETEA- LU. Federal share is 80% with a required 20% match.

Existing Planning Efforts

The Locally Developed Coordinated Public Transit Plan identifies needs and gaps and develops goals and actions that integrate into many other planning efforts in the region. Listed below are existing planning efforts that are ongoing in southwestern Wisconsin.

Southwestern Wisconsin Community Action Program Community Needs Assessment

In 2022, SWWRPC performed a needs assessment for Southwestern Wisconsin Community Action Program (SWCAP). Data was collected through four primary means: SWCAP leadership interviews, quantitative data, stakeholder surveys, and SWCAP client surveys. One of the nine overarching trends or themes that came out of the assessment was the challenges of rural transportation. “Consistently, interviewees discussed the criticalness of transportation services in order for community members to reach doctor’s appointments, buy their groceries, get to work, attend school, and many more necessary and recreational daily activities.”¹

¹ SWWRPC. *Southwestern Wisconsin Community Needs Action Program: Community Needs Assessment 2022*. Pg. 7.

Regional Transit Study for Southwest Wisconsin

In 2017, SWWRPC, in collaboration with the counties of Grant, Green, Iowa, Lafayette, Richland, the City of Richland Center, and Southwest Wisconsin Community Action Program developed a Transportation Needs, Coordination, and Mobility Management Study for the southwest Wisconsin region.

The recommendations of the study were aimed to assist transportation providers in meeting the growing mobility demands of seniors and the disabled, as well as a lack of additional revenue sources.²

Grow Southwest Wisconsin

Grow Southwest Wisconsin was a grassroots planning project led by SWWRPC intended to guide our rural region to greater social and economic self-sufficiency. Through the regional outreach effort, transportation became one of nine focus areas of the Grow Southwest planning project. Transportation was determined to be absolutely vital to the social, economic and environmental health of Southwestern Wisconsin and also vital to the day to day survival of individuals who rely on public transportation programs to survive.

2019 - 2024 Comprehensive Economic Development Strategy

The 2019 – 2024 Comprehensive Economic Development Strategy (CEDS), is a five-year strategy for the Southwest Wisconsin Region’s economic development program. Socioeconomic conditions and trends, regional infrastructure, geography, natural resources, and projects are included to ensure the continued eligibility of the region as an Economic Development District. One of the region-wide priorities (Goal 4) is to advocate and work for continued support for the region’s workforce, including improved childcare options, efficient transportation, sufficient housing, higher wages, and training.

The fourth objective of this priority is to increase partnerships between employers and workforce transit options.³

² SWWRPC. *Regional Transit Study for Southwest Wisconsin*. (2017)

³ SWWRPC. *2019-2024 Comprehensive Economic Development Strategy*. (2019).

Chapter 2: Planning Process

Public Forums

The Richland County ADRC held a public meeting on April 18, 2023, from 11:30 am – 1:00 pm at the Phoenix Center, 100 Orange Street in Richland Center to develop the following Transportation Coordination Plan in accordance with Federal and State regulations. Invites were sent to a stakeholder list of 217 people. The stakeholder list was created by county staff and was representative of the broad public, private, and non-profit transportation interests in the county. Free refreshments and lunch were provided for all attendees.

26 stakeholders attended the meeting; see Appendix G for a list of these stakeholders by name and organizational affiliation or representation.

The forum provided the following information.

1. An assessment of available services that identifies current transportation providers (public, private, and non-profit).
2. An assessment of the transportation needs and gaps in service for individuals with disabilities and seniors, older adults and people with low incomes.
3. Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiency in service delivery.
4. Priorities for implementation based on resources (from multiple program resources), time, and feasibility for implementing specific strategies and/or activities identified.

Stakeholders were informed about the meeting through mailed invitations and emails. A copy of the invitation can be found in Appendix B. Each meeting was publicly posted in the paper of concern for each County (see Appendix C for the agenda).

The meetings were facilitated by SWWRPC and County Aging and Disability Resource Centers (ADRC) agencies. Stakeholders were provided background education on Transportation Coordinated Plan requirements and funding sources available for transportation in each county. Attendees were provided with a current transportation provider list and invited to provide updates as necessary.

Following successful 2019 public forums, SWWRPC and the five county ADRCs developed a program that briefly summarized the requirements of the plan to budget the rest of the meeting time for analyzing existing needs and gaps in service, existing services, and brain-storming new possibilities. The forum's format was designed to get people discussing the issues in small groups to assist in "brainstorming" and then working as a larger body so that all individuals could hear priorities and weigh in on them. The brainstorming session was broken into the following exercises:

1. An analysis of the needs and gaps identified in the previous public forum and 2019 Plan and their relevance in the current planning process.

2. An assessment of needs in the county and the potential gaps between the services provided in the county and the providers in that county's ability to provide those services.
3. An analysis of the actions identified to meet the goals identified in the previous public forum and 2019 Plan, assessment of the providers' actions taken in the last five years to meet those goals and their relevance in the current planning process.
4. A brain-storming exercise to develop future actions to address the needs and gaps in the county.
5. Small groups worked through exercise 1-4 and then presented the most relevant to the entire meeting for discussion and prioritization.

Plan Process as Related to Goals and Actions

The goals identified and prioritized from the public forum were reviewed by Richland County ADRC, and by SWWRPC to develop a more formalized and targeted structure to the implementation of plan goals building on the success of the 2019 Plan.

Additionally, a set of regional trends were again established between the needs and gaps identified in the forums. Each of the five counties in southwestern Wisconsin continues to have similar needs and gaps. The common needs from county to county provided the framework necessary to draft a shared set of regional goals. This shared set of goals provide additional benefit to the region by acknowledging regional challenges and the steps necessary to collaborate with regional partners in implementation.

Keeper of the Plan

The Southwestern Wisconsin Regional Planning Commission will be the designated keeper of the Transportation Coordination Plan.

Chapter 3: Present Conditions

Southwest Wisconsin is a rural region, with small Villages and Cities separated by long distances. Small populations and long distances make providing public transportation difficult and expensive. Efficiencies found with larger and concentrated populations are not as readily available in rural regions. Currently, a significant amount of transit services are provided and requested in Cities and Villages, yet public outreach identified the need for rural – to – rural transit services in the region as well. Additional drivers and volunteers was also identified as a major need of the county. Most people in the region rely on personal vehicles for transportation needs.

Low income, aging and elderly, and disabled populations have historically been the most likely to need access to public or assisted transportation in southwest Wisconsin. This remains largely the case, with additional issues heard at public meetings regarding workforce-oriented transit.

A number of providers (public, private, and non-profit) serve regional transportation needs. The following sections outline the services provided at the county and at the regional level. A complete list of all transportation providers can be found in Appendix E.

Richland County

Richland County is a rural County, with a 2020 decennial census population of 17,304 residents.⁴ Population is expected to increase by 2.4% to 17,720 in 2030.⁵ The largest community in Richland County is the City of Richland Center, with a population of 5,114.⁶ The County covers a large land area, approximately 586 square miles.

Richland County residents have a volunteer driver service for elderly and disabled residents. Also available to Richland County residents is a County fixed-route bus service that will pick-up and drop-off within 3 miles of the fixed route. The County ADRC offers on-demand wheelchair accessible specialized transportation. Additionally, the City of Richland Center contracts with the Richland Center Transit.

⁴ United States Census Bureau (2023), data.census.gov, Accessed 7/3/2023.

⁵ Wisconsin Department of Administration. *Population Projections for Wisconsin Counties, Components of Change by Decade: 2010 -2040*. (2013).

⁶ United States Census Bureau (2023), Accessed 7/3/2023.

Additional Transportation Providers

Southwest Wisconsin is additionally served by the following regional transportation providers and services that attend regular Southwest Transit Team (SWTT) meetings with the County ADRCs and are considered to be key partners in the transportation coordination planning process:

Southwest Community Action Program (SWCAP) - SWCAP provides several functions to the community in their ongoing mission to end poverty in southwestern Wisconsin. The Work 'n Wheels Program provides 0% interest auto loans, purchasing assistance, and counseling to low-income persons who are able to make monthly payments. No one is excluded from the program solely due to past credit history, lack of other assets, etc.

SWCAP's Leadership through Innovative Flexible Transportation program (LIFT) operates in Grant, Green, Iowa, Lafayette, and Richland Counties, as well as Crawford, Sauk, and Juneau Counties. Lift facilitates access to available transportation services, minimizes duplication of those services, and seeks cost effective transport utilizing available resources.

Hodan Community Services - The Hodan Center provides a community rehabilitation program for adults with disabilities. It is the mission of Hodan Center, Inc. to provide and promote opportunities for work and personal development so that persons with disabilities can achieve individual life goals.

Hodan Community Services provides a transportation service very different from the county-provided and shared-ride taxi services. This service is primarily oriented to getting clients to and from the Hodan Community Services' Center. Hodan transportation system runs eight bus routes in Iowa, Lafayette, and Grant counties. Fees for this service are subtracted from a daily rate, attached to the service center.

Southwest Opportunity Center - Southwest Opportunity Center (SOC) provides a service similar to the Hodan in which accessible vehicles provide door-to-door transportation to clients attending SOC for employment and day services programming, Monday through Friday, along fixed routes. Rates are included in the client service fee. If pre-scheduled and along an existing route, rides at times may be provided to community members at a fee.

Chapter 4: Needs and Gaps

The following needs and gaps were identified by participants at the public forum. The number next to the need will identify it with the County's goals and actions. These publicly identified issues were used to inform the goals and actions in the next chapter.

Richland County

1. Shortage of drivers.
2. Rural Richland County should be provided more transportation. Specifically, it is difficult to get from rural to rural locations.
3. Transportation needed for work commuters, especially those who can no longer drive due to accidents, Loss of driver's license, surgeries, change of condition etc.
4. Lack of ability to transport bariatric individuals.
5. Communications should be increased. More online and print mediums should be considered.
6. Communication and outreach methods should be increased especially to rural areas.
7. Change negative stigma related to transportation.
8. After hours transportation needs to be available.
9. There should be more funding through fundraising and grants so that Richland County can expand its services.
10. Richland County services should be expanded.

Chapter 5: Goals and Actions

The following strategies establish the framework for a five-year work program from 2023 to 2027. The listed goals and actions were identified by meeting participants and voted on to establish priority. County staff and SWWRPC collaborated to take the goal recommendations and establish local goals and actions. Common elements between all five counties' public forum results were used to establish a regional framework.

Regional Framework

The following is a shared set of goals and actions between Grant, Green, Iowa, Lafayette, and Richland Counties. If a need was expressed in a public forum that was also shared across all five counties then it was added as a discussion for the regional framework. This way if a need was addressed in a public forum, but a corresponding goal was not also addressed, then strategies could be shared from county to county. Goals specific to Richland County are listed as well.

Draft Regional Goals and Actions

Goal 1: Enhance the quality and quantity of communication about transportation services.

- Continue to partner with organizations and municipalities to communicate and advertise services through printed materials, social media, at community events, and other marketing methods, especially to the Hispanic and other non-English speaking populations. Create bilingual flyers to post at different locations including food pantries, churches, local farms employing large numbers of employees, and Mexican restaurants and grocers. Municipalities should share county and regional links and collaborate to notify potential customers.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: Counties, SWCAP.
- Develop a link with local advocacy leaders of Spanish speaking residents to educate and provide resources.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: SWCAP.
- Collaborate with school districts with ESL staff and high school Spanish students to help provide translation services.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: SWCAP.
- Educate the public on other transportation resources available within the community including the “Find your own driver” program. Develop a process for reimbursing those who drive their own family. Specifically market resources to work commuters.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: Counties, SWCAP.

- Continue to implement regional marketing strategy
 - Timeline: Ongoing
 - Responsibility: SWCAP.
- Create and establish a consistent marketing platform across regional transportation services.
 - Timeline: Short Term (1 – 2 years).
 - Responsibility: SWCAP.

Goal 2: Improve the quantity and quality of transportation services.

- Continue to create and promote volunteer recruitment marketing materials aimed to increase the number of volunteers available to the various transportation programs. Engage in a regional marketing campaign to attract volunteers.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: Counties, SWCAP.
- Expand services to allow after-hours transportation.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: SWCAP.
- Provide transportation for residents who need to commute to work especially those who can no longer drive due to accidents (deer, etc.), loss of driver’s license, medical, and change of circumstances.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: SWCAP.
- Investigate alternative transportation options and emerging technologies to help further accommodate existing services and recoup cost savings save costs (i.e. driverless vehicles, electric vehicles, artificial intelligence)
 - Timeline: Medium Term (2 – 3 years).
 - Responsibility: Counties, SWCAP.
- Expand services to transport bariatric individuals.
 - Timeline: Short Term (1 – 2 years), ongoing
 - Responsibility: Counties, SWCAP.

Goal 3: Continue to increase collaboration and coordination among services

- Create and promote a network to promote cost effective transportation opportunities across the region.
 - Timeline: Medium Term (2 – 3 years), Ongoing.
 - Responsibility: SWCAP.

- Develop a frequently updated region-wide information hub or transportation directory referencing all the transportation services available within the region that will be used to update and train staff to best serve clients and their transportation needs.
 - Timeline: Short Term (1 – 2 years)
 - Responsibility: SWCAP.
- Align policies to enable efficiencies for shared scheduling /ride-sharing and volunteer driver programs.
 - Timeline: Ongoing
 - Responsibility: Counties, SWCAP.
- Provide regional education and recruitment efforts. Create a regional driver pool to share volunteer drivers between transportation providers across the region.
 - Timeline: Medium - Term (2 – 3 years).
 - Responsibility: SWCAP.

Goal 4: Collaborate regionally to advocate for continuing transportation funding.

- Research and secure additional local, state and federal funding for the increasing operational costs associated with transportation services.
 - Timeline: Short Term (1 – 2 years).
 - Responsibility: Counties, SWCAP.
- Meet with legislators at least annually to discuss transportation needs and gaps and what is being done to alleviate these needs and gaps. Develop a one-page advocacy sheet for legislators on transportation.
 - Timeline: Long Term (3 – 5 years).
 - Responsibility: SWCAP
- Continue to explore funding opportunities from private market opportunities.
 - Timeline: Long Term (3 – 5 years).
 - Responsibility: SWCAP

Richland County Goals and Actions

Goal 1: Improve the quality of service in Richland County by increasing the number of volunteers for transportation programs.

- Continue to partner with community groups and service organizations to promote the benefits of public transportation as well as the opportunities to volunteer (SWCAP, Firemen, churches, villages, parades, American Legion, Chamber of Commerce, Town boards, etc.).
 - Need or Gap addressed: 1, 7, 10
 - Timeline: Short Term (1 – 2 years), Ongoing.
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21
- Continue to share volunteer drivers between programs and transportation providers.
 - Need or Gap addressed: 1, 10.
 - Timeline: Short Term (1 – 2 years), Ongoing.
 - Responsibility: ADRC-Richland County, SWCAP
 - Proposed funding source: 85.21
- Continue to expand the volunteer driver program to all communities in Richland County.
 - Need or Gap addressed: 1, 2, 3,4, 10
 - Timeline: Medium Term (2-3 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21, 5310.
- Continue to provide ongoing training to all drivers of the transportation program.
 - Need or Gap addressed: 1, 7, 8
 - Timeline: Short Term (1 – 2 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21

Goal 2: Expand transportation opportunities and programs, building on the current system.

- Expand services to allow after-hours transportation.
 - Need or Gap addressed: 2, 8, 10.
 - Timeline: Medium Term (2-3 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21, 5310.
- Educate public on other transportation resources available within the community-
 - Need or Gap addressed: 2, 3, 4, 5,6, 8, 10.
 - Timeline: Medium Term (2-3 years).

- Responsibility: ADRC-Richland County.
- Proposed funding source: 85.21, 5310.
- Research the possibility of providing transportation for residents who need assistance with transportation to work on a limited basis, especially those who can no longer drive due to accidents (deer, etc.), loss of driver's license, surgeries, and change of condition.
 - Need or Gap addressed: 3, 10.
 - Timeline: Short Term (1 – 2 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21
- Expand services to transport bariatric individuals.
 - Need or Gap addressed: 4, 10.
 - Timeline: Medium Term (3-4 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21, 5310
- Research and secure additional local, state and federal funding for the new expansion of operational costs associated with transportation services.
 - Need or Gap addressed: 1,2,3,4,8,9,10
 - Timeline: Long Term (3-5 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21, 5310.

Goal 3: Enhance the quality and quantity of communication about transportation services with the aim of increasing ridership.

- Share information regarding all transportation options in print and on local transportation web page.
 - Need or Gap addressed: 5,6.
 - Timeline: Short Term (1 – 2 years), Ongoing.
 - Responsibility: ADRC-Richland County, SWCAP.
 - Proposed funding source: 85.21.
- Continue to utilize non-traditional media to promote services to the community (Social Media/Internet).
 - Need or Gap addressed: 5, 6.
 - Timeline: Short Term (1 – 2 years), SWCAP.
 - Responsibility: ADRC-Richland County, Ongoing.
 - Proposed funding source: 85.21.
- Partner with other organizations and municipalities to communicate and advertise services through both printed materials, social media, and at community events.

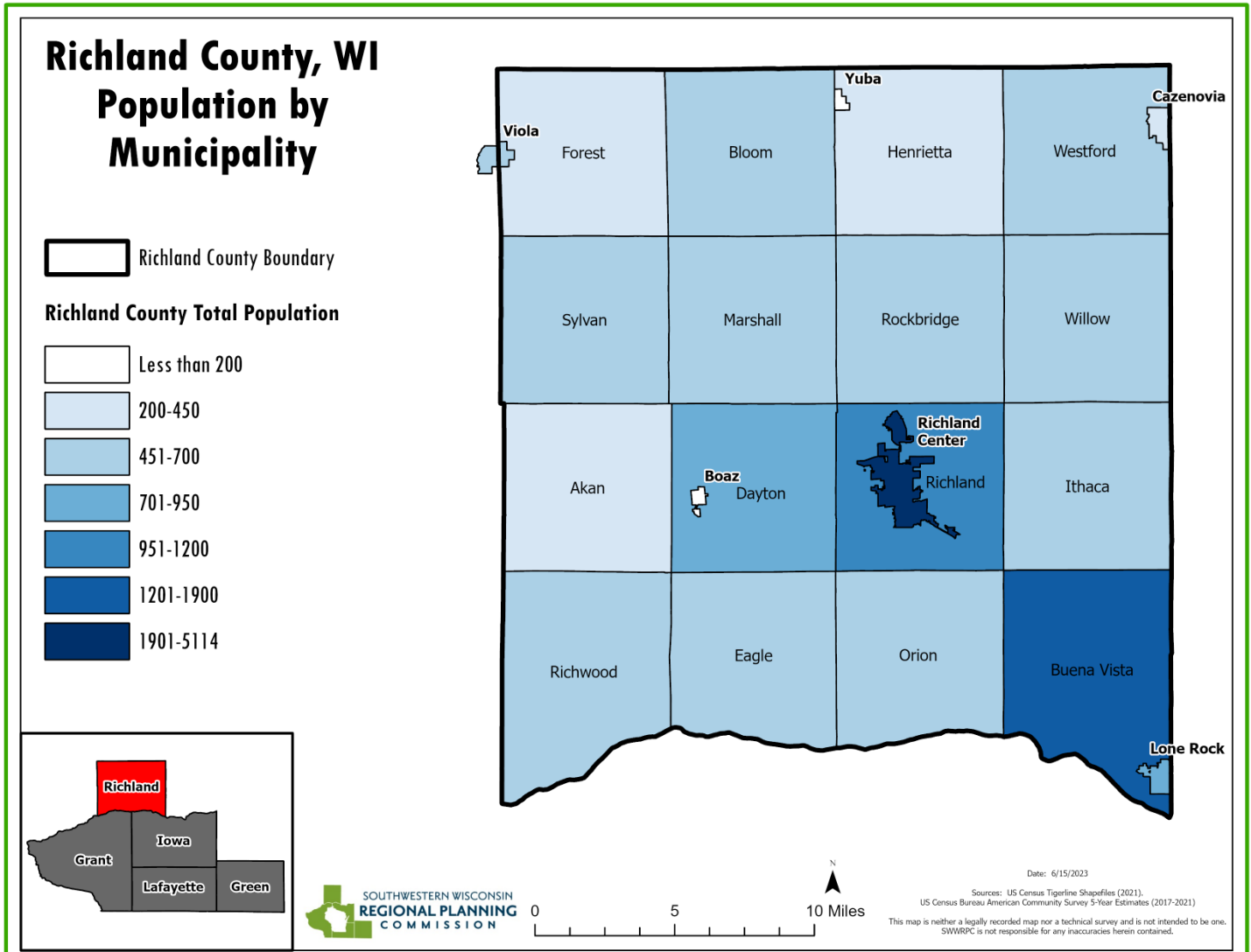
- Need or Gap addressed: 5, 6.
- Timeline: Short Term (1 – 2 years).
- Responsibility: ADRC-Richland County, SWCAP.
- Proposed funding source: 85.21.
- Continue to enhance communication among providers and users and educate potential users about what to expect from transportation services.
 - Need or Gap addressed: 5, 6, 7.
 - Timeline: Medium Term (2-3 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21.
- Continue to do outreach to make people comfortable with transportation.
 - Need or Gap addressed: 5, 6, 7.
 - Timeline: Medium Term (2-3 years).
 - Responsibility: ADRC-Richland County.
 - Proposed funding source: 85.21.

Goal 4: Continue the marketing campaign “Connecting our Communities: Where Do You Want to Go, What Do You Want to Do” to reduce stigma and increase ridership and awareness about transportation services.

- Continue to reach out to at least three groups in the county to educate potential riders about the program.
 - Need or Gap addressed (2,5,6,7)
 - Time Line: Short Term
 - Responsibility: Richland County
 - Proposed Funding Source: 85.21, 5310
- Maintain and build relationships with bordering communities with the aim of “Connecting our Communities” through attending regional Transit Team meetings quarterly and attending Transportation related meetings in surrounding/border counties.
 - Need or Gap addressed (2,5,6,7)
 - Time Line: Short Term
 - Responsibility: Richland County
 - Proposed Funding Source: 85.21, 5310
- Utilize a variety of marketing options (print, billboards, radio, in person outreach) to reach potential passengers and drivers.
 - Need or gap addressed (2,5,6,7)
 - Time Line: Short Term
 - Responsibility: Richland County
 - Proposed Funding Source: 85.21, 5310, Trust fund

Appendixes

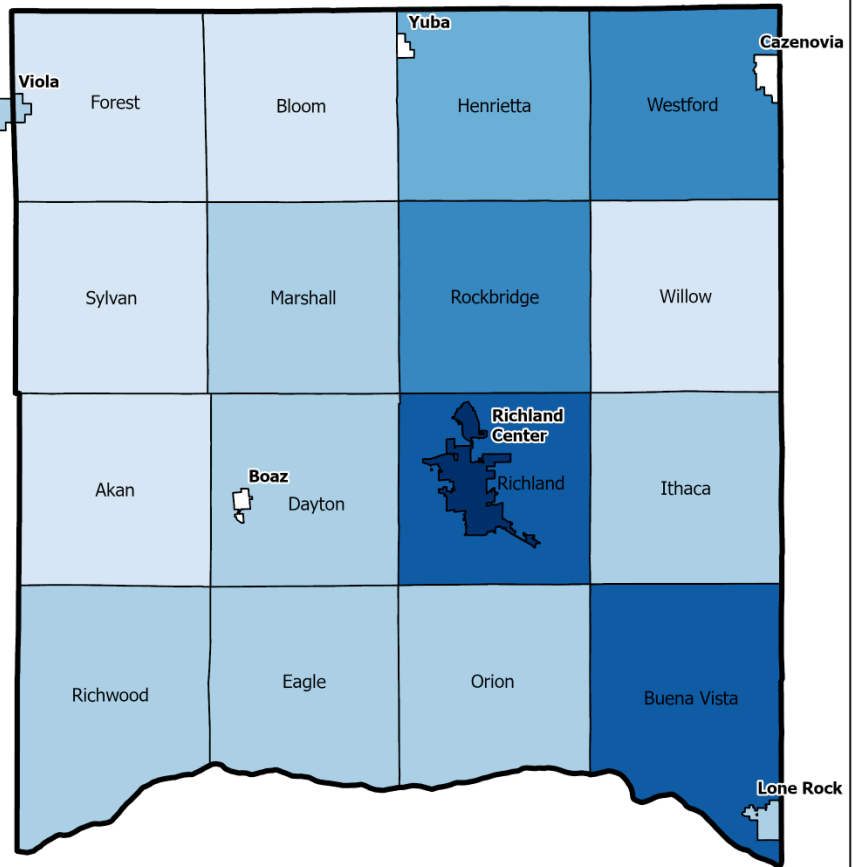
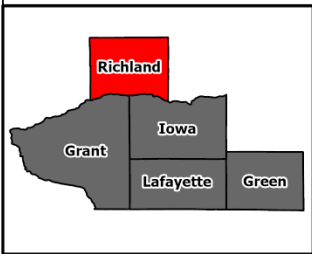
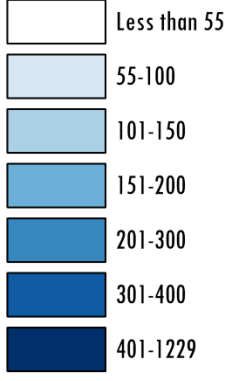
Appendix A: Maps



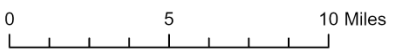
Richland County, WI Population 65 Years or Older

 Richland County Boundary

Richland County 65+ Population



SOUTHWESTERN WISCONSIN
REGIONAL PLANNING
COMMISSION



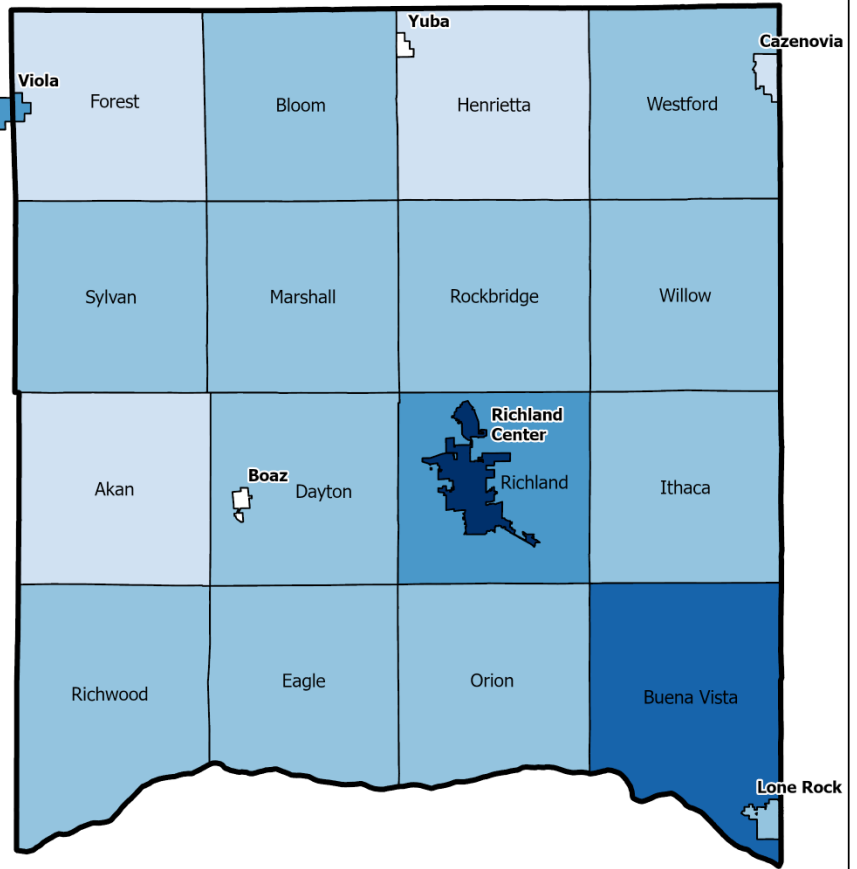
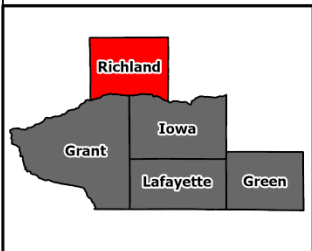
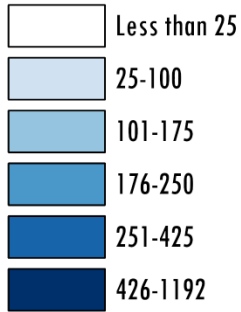
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Sources: US Census Tigerline Shapefiles (2021).
US Census Bureau American Community Survey 5-Year Estimates (2017-2021)
This map is neither a legally recorded map nor a technical survey and is not intended to be one.
SWWRPC is not responsible for any inaccuracies herein contained.

Richland County, WI Population Under Age 18

 Richland County Boundary

Richland County Under 18 Population



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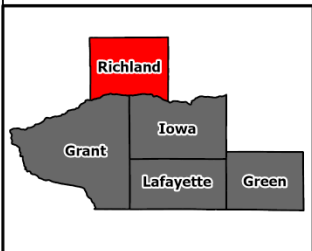
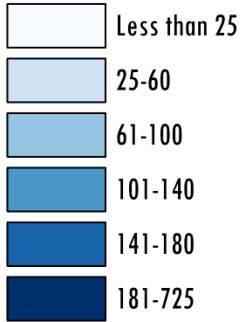
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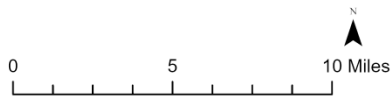
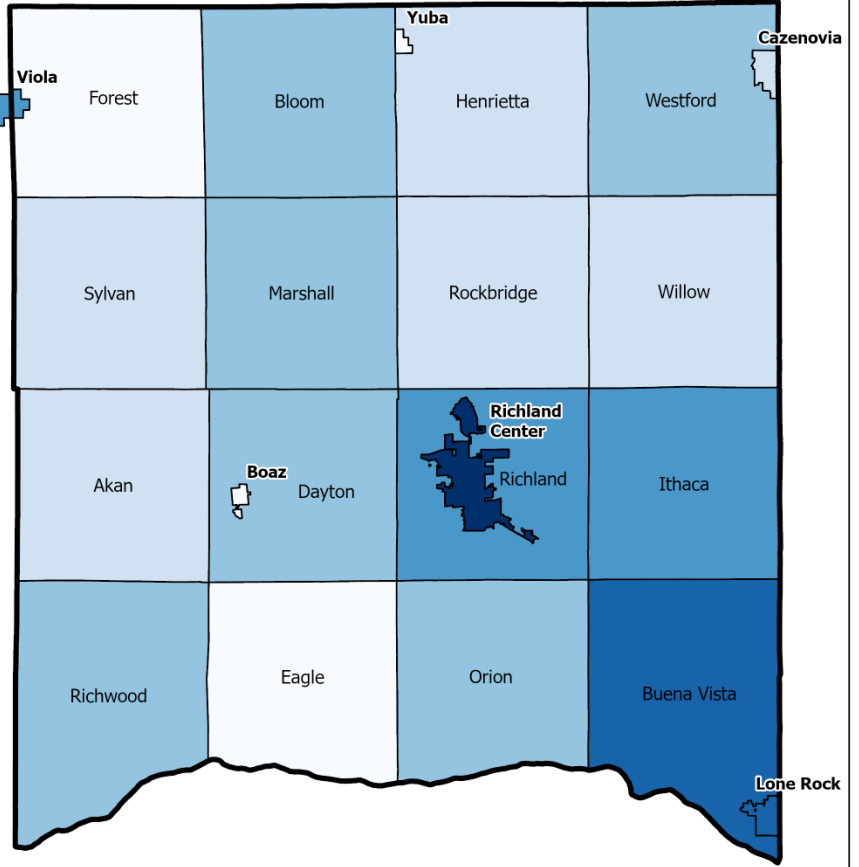
Richland County, WI Disabled Population

 Richland County Boundary

Richland County Disabled Population



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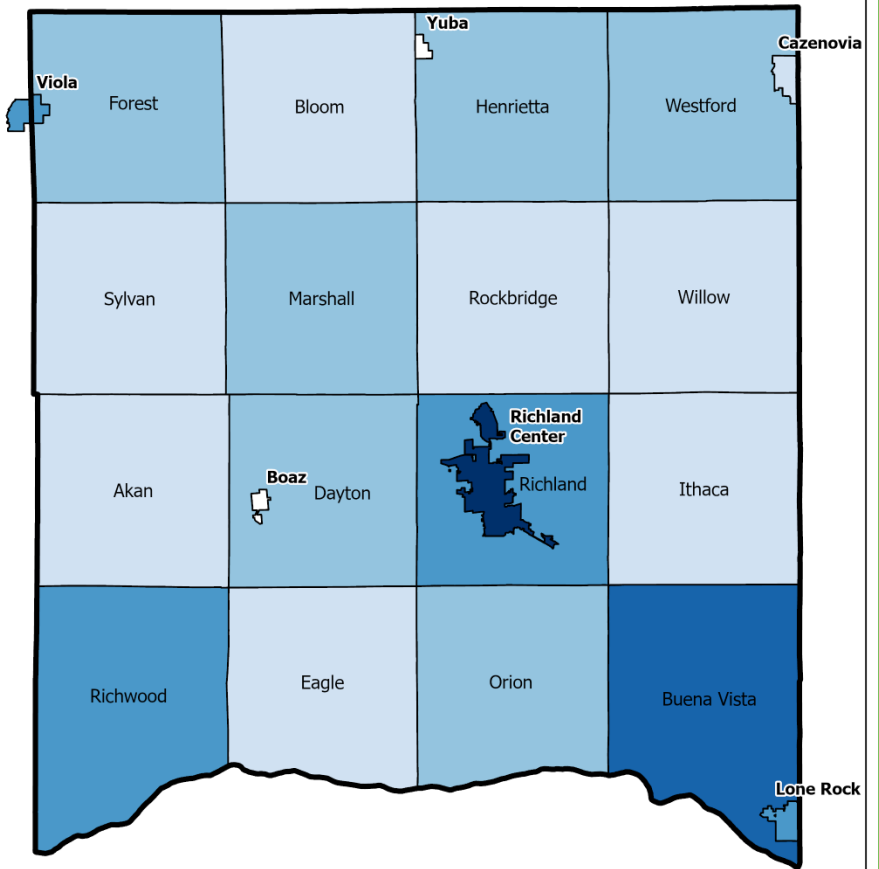
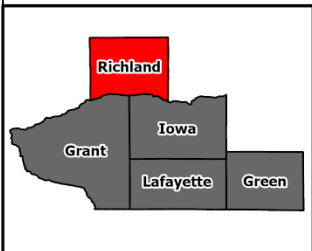
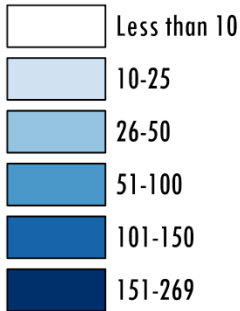


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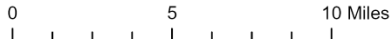
Richland County, WI Veteran Population

 Richland County Boundary

Richland County Veteran Population



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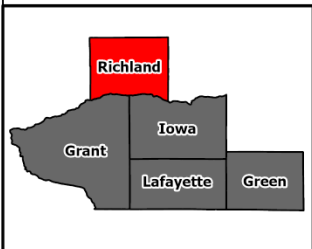
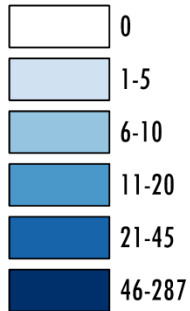


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Sources: US Census Tigerline Shapefiles (2021).
US Census Bureau American Community Survey 5-Year Estimates (2017-2021)
This map is neither a legally recorded map nor a technical survey and is not intended to be one.
SWWRPC is not responsible for any inaccuracies herein contained.

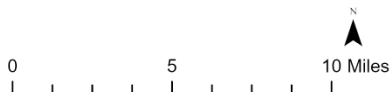
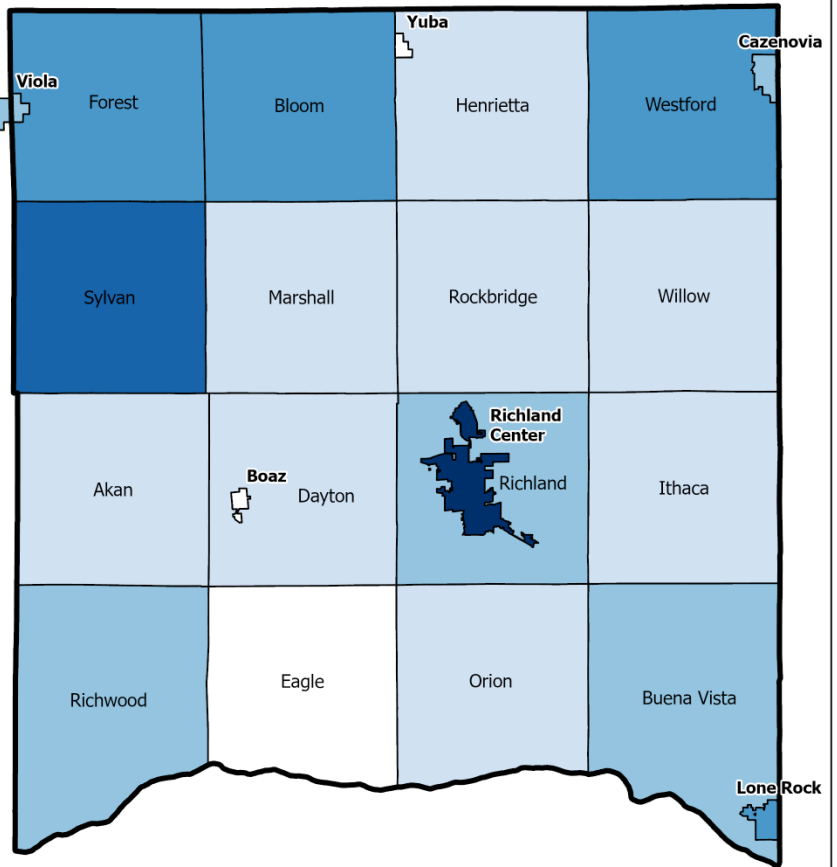
Richland County, WI Households Without Access to a Vehicle

 Richland County Boundary

Richland County 0 Vehicle Households



 SOUTHWESTERN WISCONSIN
REGIONAL PLANNING
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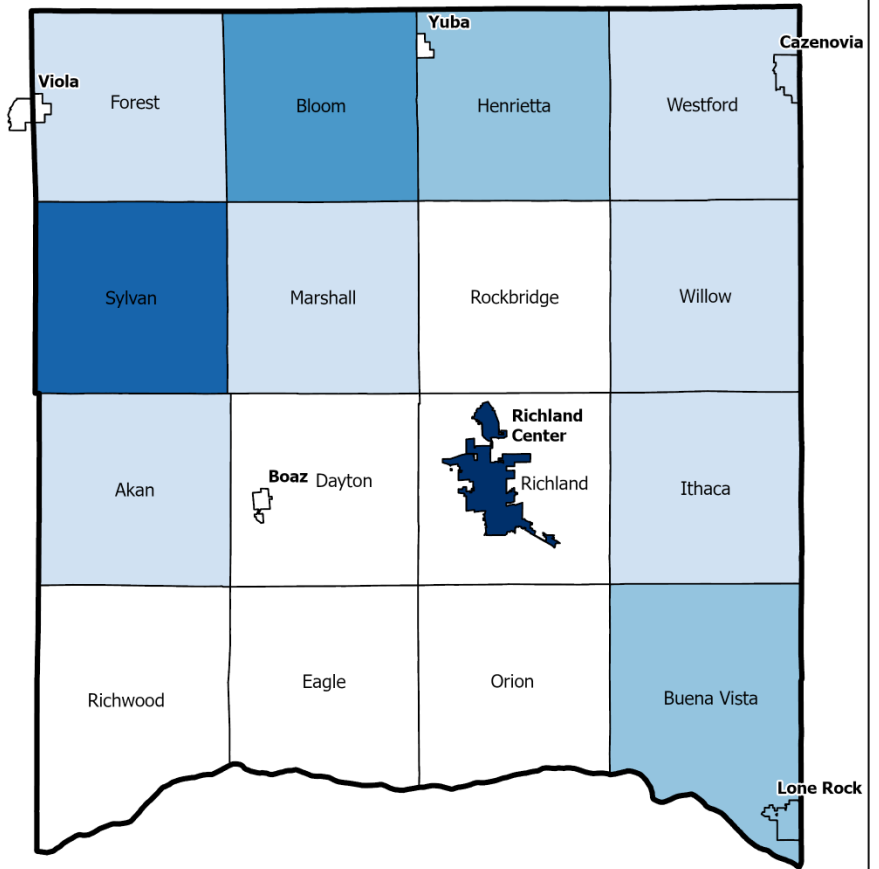
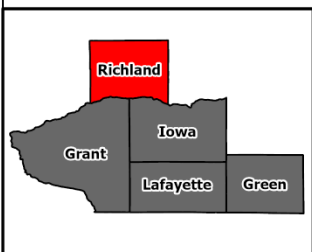
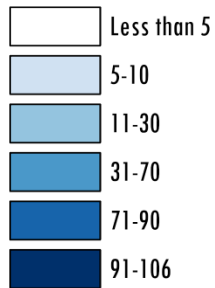


Date: 6/15/2023
Sources: US Census Tigerline Shapefiles (2021),
US Census Bureau American Community Survey 5-Year Estimates (2017-2021)
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Richland County, WI Population with Limited English

 Richland County Boundary

Richland County Limited English Population



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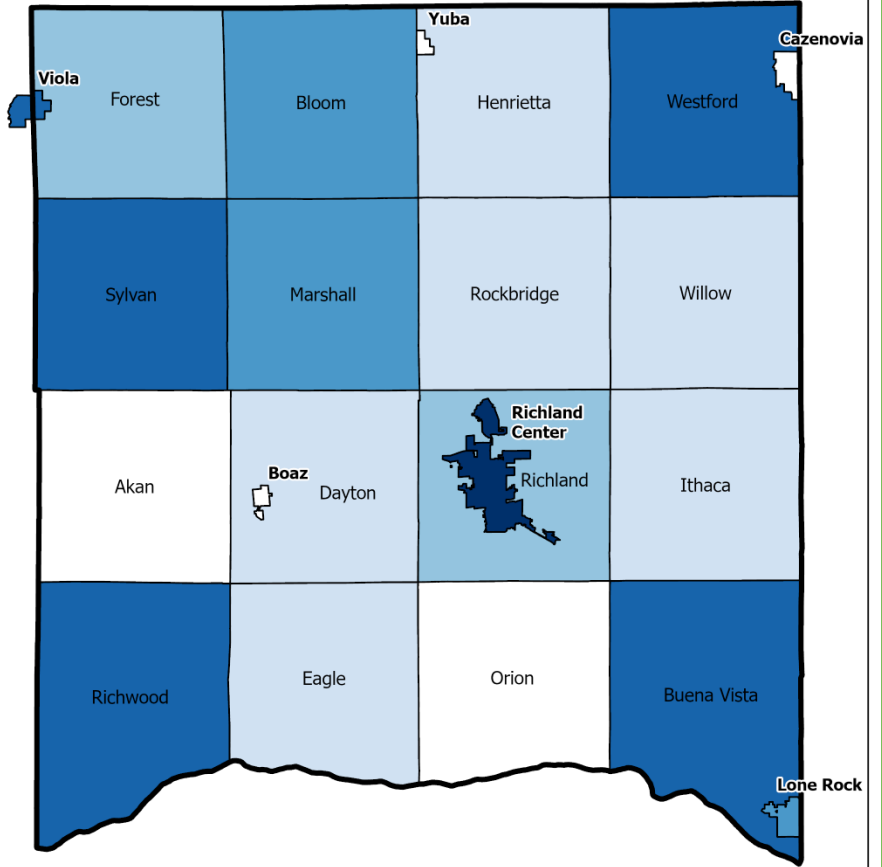
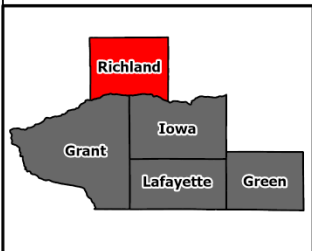
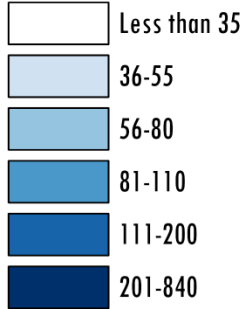
Date: 6/15/2023

Sources: US Census Tigerline Shapefiles (2021).
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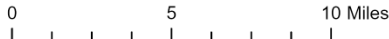
Richland County, WI Population in Poverty

 Richland County Boundary

Richland County Population in Poverty



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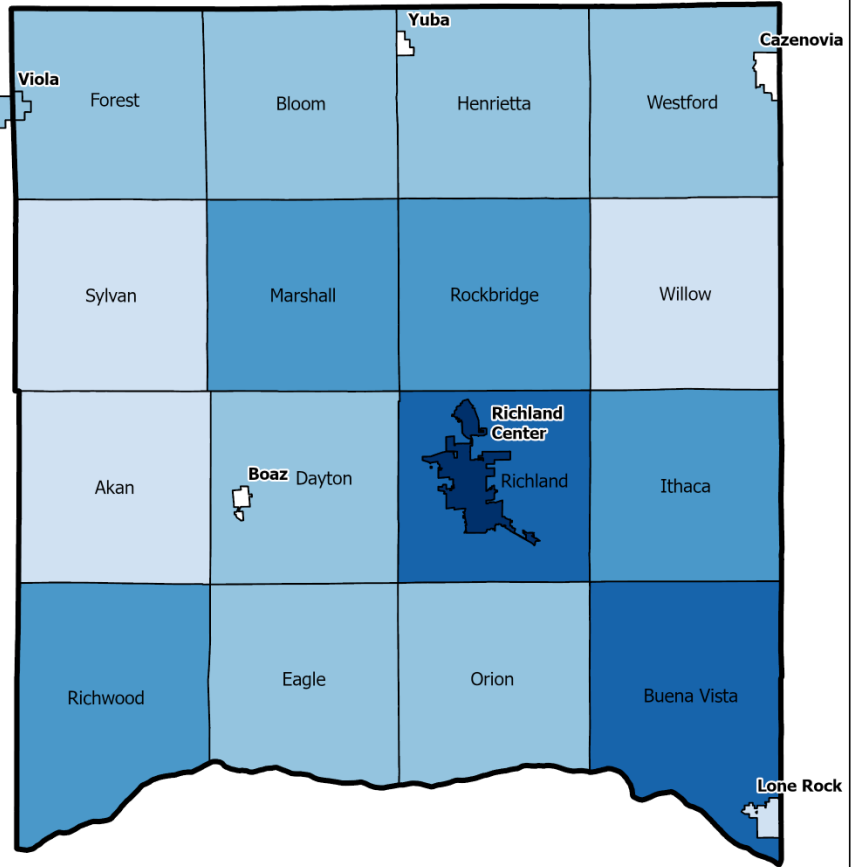
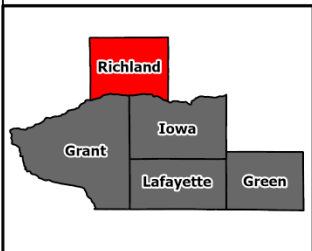
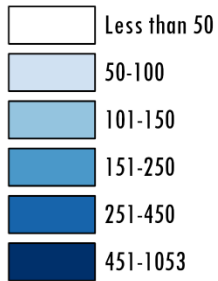


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Richland County, WI Population with a College Degree

 Richland County Boundary

Richland County Population with College Degree



SOUTHWESTERN WISCONSIN
REGIONAL PLANNING
COMMISSION



N

Date: 6/15/2023

Sources: US Census Tigerline Shapefiles (2021).
US Census Bureau American Community Survey 5-Year Estimates (2017-2021)
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Please Attend!

Richland County Transportation Coordination Public Forum

TUESDAY, APRIL 18, 2023

11:30 - 1:00 PM

The Phoenix Center

100 Orange St., Richland Center, WI

(Food to be provided) or Zoom

[us06web.zoom.us/j/86363277280?](https://us06web.zoom.us/j/86363277280?pwd=blQ4c2x0Q1NBL0pWK3h1RVJJMUzZz09)

[pwd=blQ4c2x0Q1NBL0pWK3h1RVJJMUzZz09](https://us06web.zoom.us/j/86363277280?pwd=blQ4c2x0Q1NBL0pWK3h1RVJJMUzZz09)

Your Feedback is needed to help improve transportation services in Richland County. The results will help plan future decisions using state and federal funds.

Anyone who uses public transportation is encouraged to attend.

Your Feedback is Important!

In Collaboration with the Aging and Disability Resource Center; Hodan Community Center; Southwest Opportunity Center; Southwest CAP; and WisDOT



Free Transportation is available by calling the ADRC (608) 647-4616



Appendix C: Agenda

Locally Developed Coordinated Public Transit Plan Public Meeting AGENDA (approximately 90 Minutes)

- | | | |
|------|---|----------|
| | Welcome, Intro, Agenda, Purpose (SWWRPC) | (10 Min) |
| I. | Current State of Transit in SW WI (ADRC) | (15 Min) |
| | a. Resources (providers, hours, types, geography) | |
| | b. Funding | |
| | c. Outreach (used to educate/ advertise about transportation) | |
| II. | Needs/ Gaps (SWWRPC) | (25 Min) |
| | a. Data | |
| | b. Review of 2019 Plan (worked/ didn't, changed/ kept/ removed) | |
| | c. Table work to determine needs (urgency/ who serves) | |
| III. | Develop Goals (group/table worksheet activity) | (20 Min) |
| IV. | Themes / Prioritize Goals (speaker from each table/group) | (15 Min) |
| V. | Thanks/Fill out evaluation | (5 Min) |

Appendix D: Public Meeting Invitation List

Howard Marklein Senator 17th Senate District Spring Green WI 53581 Richland

Derrick Ban Orden Congressman 3rd Congressional District LaCrosse WI 54601 Richland

Travis Tranel 49th Assembly District, Madison WI 53708

Tony Kurtz 50th Assembly District, Madison WI 53708

Todd Novak 51st Assembly District Madison WI 53708

Roby Fuller Director ADRC of Eagle Country - Crawford County Satellite 225 North Beaumont Rd Prairie du Chien WI 53821

Gina Laack Director ADRC of Eagle Country - Juneau County Satellite 200 S Hickory St., Mauston WI 53948

John Grothjan Regional Director ADRC of Eagle Country – Richland Center WI 53581 Richland

Mary Mezera ADRC of Southwest Wisconsin - South Monroe WI 53566 Richland

ARC Richland Center WI 53581 Ermilio36@hotmail.com

Martha Bauer Brewer Public Library 325 N Central Ave, Richland Center WI 53581 Richland

Todd Coppernoll Mayor City of Richland Center 450 S Main Richland Center WI 53581 Richland

Karin Tepley Alderperson City of Richland Center Richland Center WI 53581 karin.tepley@richlandcenter.com

Tom McCarthy Alderperson City of Richland Center Richland Center WI 53581
tom.mccarthy@richlandcenter.com

Susan Fruit Alderperson City of Richland Center Richland Center WI 53581 susan.fruit@richlandcenter.com

Aaron Joyce Clerk / Treasurer City of Richland Center Richland Center WI 53581
aaron.joyce@richlandcenterwi.gov

Carson Culver Alderperson City of Richland Center Richland Center WI 53581 Richland

Melony Walters Alderperson City of Richland Center Richland Center WI 53581
melony.walters@richlandcenter.com

Kevin Melby Alderperson City of Richland Center Richland Center WI 53581 kevin.melby@richlandcenter.com

Scotty Wallace Alderperson City of Richland Center Richland Center WI 53581
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Ryan Cairns Alderperson City of Richland Center, TCC, COAD Richland Center WI 53581
ryan.cairns@richlandcenter.com

Linda Symons COAD Richland Center WI 53581 Richland

Carolyn Denman COAD Richland Center WI 53581 Richland

Virginia Wiedenfeld COAD Richland Center WI 53573 Richland

David Scribbins COAD Muscoda WI 53573 Richland

Danielle Rudersdorf COAD/TCC/HHS/ County Board Richland Center WI 53581
danielle.rudersdorf@co.richland.wi.us

Julie Fleming COAD, TCC County Board Gotham WI julie.fleming@co.richland.wi.us

Larry Engel COAD Richland Center WI

Richard McKee TCC, County Board Richland Center WI 53581 richard.mckee@co.richland.wi.us

Aaron Gray, TCC My Choice WI Aaron.Gray@mychoicewi.org

Jodi Hines Schmitt Woodland Hills, COAD Richland Center WI 53581 jodi.hines@schmittwoodlandhills.com

Germantown Meal Site at St. Anthony's Cazenovia WI 53924 Richland

Riverdale Health Center 1000 N Wisconsin Avenue Muscoda WI 53573

John Schnabl Greater Wisconsin Agency on Aging Resources Inc. Madison WI 53718 Richland Jayne Mullins
Greater Wisconsin Agency on Aging Resources Inc. Madison WI 53718 Richland

Carrie Kroetz Program Assistant Greater Wisconsin Agency on Aging Resources Inc. Madison WI 53718
Richland 55 Transit Needs, Coordination and Mobility Management Study

Gundersen Lutheran Coulee Trails Transport 126 W Jefferson St Viroqua WI 54665 Richland

Harvest Guest Home 875 West Side Drive Richland Center WI 53581

Independent Living Resources 149 E Mill Street Richland Center WI 53581

Julie Prouty District Administrator Ithaca School District 24615 WI 58 Richland Center WI 53581

Greg Herbst Principal HS/MS Ithaca School District 24615 WI 58 Richland Center WI 53581

Jerred Powell Transportation Director Ithaca School District 24615 WI 58 Richland Center WI 53581

Site Manager Lee Lake Apartments Cazenovia WI 53924

Lone Rock Library 234 N Broadway Lone Rock WI 53556

Muscoda Public Library 400 N Wisconsin Ave Muscoda WI 53573

NHS 125 E Seminary Richland Center WI 53581

Our House 240 N Orange Street Richland Center WI 53581 Richland

People First Richland Center WI 53581

Pine River Terrace 1480 Wedgwood Drive Richland Center WI 53581

Tom Rislow Administrator Pine Valley Healthcare & Rehabilitation Center 25951 Circle View Drive Richland Center WI 53581

Carol Duell Pine Valley Healthcare & Rehabilitation Center Richland Center WI 53581

Richland Probation & Parole 26136 Executive Ln #C Richland Center WI 53581

Kobussen Bus Service 1177 Foundry Dr E Richland Center WI 53581 Richland

Jamie Johnson Special Ed./Alternative Ed. Richland Center High School 1994 UW 14 Richland Center WI 53581

Diane Cox Richland Center Senior Citizens Richland Center WI 53581 Richland

Christy Adsit President Greater Richland Chamber & Development Alliance Richland Center WI 53581

Clay Porter Sheriff Richland County 181 W Seminary Richland Center WI 53581

Josh Elder Highway Commissioner Richland County 120 Bowen Circle Richland Center WI 53581

Jeff Even Treasurer Richland County 181 W Seminary Richland Center WI 53581

Derek Kalish County Clerk Richland County 181 W Seminary Richland Center WI 53581

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Shaun Murphy-Lopez Supervisor Richland County Board Richland Center WI 53581
shaun.murphy@co.richland.wi.us

Marty Brewer – Board Chair Richland County Board Richland Center WI 53581
marty.brewer@co.richland.wi.us

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Richard McKee Supervisor Richland County Board Richland Center, WI 53581 richard.mckee@co.richland.wi.us

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Danielle Rudersdorf Supervisor Richland County Board Richland Center, WI 53581
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Linda Gentes Supervisor Richland County Board Richland Center, WI 53581 linda.gentes@co.richland.wi.us

David Turk Supervisor Richland County Board Richland Center WI 53581 david.turk@co.richland.wi.us

Chad Cosgrove Supervisor Richland County Board Richland Center WI 53581 chad.cosgrove@co.richland.wi.us

Mevlin Frank Supervisor Richland County Board Richland Center WI 53581 melvin.frank@co.richland.wi.us

Kerry Severson Supervisor Richland County Board Richland Center wi 53581
kerry.severson@co.richland.wi.us

Steve Williamson Supervisor Richland County Board Blue River WI 53518 steve.williamson@co.richland.wi.us

Marc Couey Supervisor Richland County Board Muscoda WI 53573 marc.couey@co.richland.wi.us

Barbara Voyce Supervisor Richland County board Lone Rock 53556 barbara.voyce@co.richland.wi.us

Daniel McGuire Supervisor Richland County Board Lone Rock 53556 daniel.mcguire@co.richland.wi.us

Richland 56 Transit Needs, Coordination and Mobility Management Study

Tom Crofton Supervisor Richland County Board Richland Center WI 53581 Richland

Tricia Clements Director Richland County Health & Human Services 221 W Seminary Richland Center WI 53581
tricia.clements@co.richland.wi.us

Stephanie Ronnfeldt Richland County Health & Human Services 221 West Seminary Richland Center WI 53581
stephanie.ronnfeldt@co.richland.wi.us

Linda Batten Transportation Coordinator Richland County Health & Human Services 221 W Seminary Richland Center WI 53581 linda.batten@co.richland.wi.us

Roxanne Klubertanz-Gerber Aging & Disability Resource Manager Richland County Health & Human Services 221 W Seminary Richland Center WI 53581 roxanne.klubertanz@co.richland.wi.us

Kari Oates Richland County Job Center Richland Center WI 53581 Richland

Sandra Kramer Richland County COAD, TCC member Richland Center WI 53581 Richland

Dr. Balink Richland Geriatric Assessment Clinic, Richland Hospital Richland Center WI 53581 Richland

Corrina Mott Richland Hills 701 W Seminary Richland Center WI 53581

Richland Hospital 333 E 2nd Street Richland Center WI 53581

Cindy Riley Richland Hospital & TCC 333 E 2nd Richland Center WI 53581

Angela Metz Richland Hospital & COAD 333 E 2nd Richland Center WI 53581

Richland Medical Center 333 E 2nd Street Richland Center WI 53581

Richland Observer 172 E Court Richland Center WI 53581

Service Coordinator Ridgeview Commons 975 W Seminary Richland Center WI 53581

Jeff Burckhardt Running, Inc, 318 W Decker Viroqua WI 54665

Richard Running Running, Inc, 318 W Decker Viroqua WI

Justin Running Running, Inc, 318 W Decker Viroqua WI 54665 Richland

Jackie Carley Administrator Schmitt Woodland Hills 1400 W Seminary Richland Center WI 53581

Jodi Hines Schmitt Woodland Hills 1400 W Seminary Richland Center WI 53581

Tracie Lee Schmitt Woodland Hills, COAD 1400 W Seminary Richland Center WI 53581

Angela Young Includa 130 Richland Square Richland Center WI 53581

Richard Kientopf Chairman Town of Akan 24394 Shady Rd Blue River WI 53518

Jan Harris Treasurer Town of Akan 22603 Sandhill Drive Richland Center WI 53581

Alan Bankes Supervisor Town of Akan 22893 Jim Town Rd Soldiers Grove WI 53573

Jessica Laeseke Clerk Town of Akan 12249 Hwy 171 Blue River WI 53518

Kathy Maly Supervisor Town of Akan 12869 Cty UU Soldiers Grove WI 54665

Calvin Brown Town Board Chairman Town of Bloom Richland Center WI 53581

Jerry Crostenberg Supervisor Town of Bloom 17530 Cherry Valley Rd Hillsboro WI 54634

Lora Hynek Treasurer Town of Bloom Hillsboro WI 54634

Stuart Miller Supervisor Town of Bloom Viola WI 54664

Shelly Schweiger Clerk Town of Bloom Hillsboro WI 54634

Gordon Brockway Supervisor Town of Buena Vista 29960 HWY 14 Lone Rock WI 53556

Barbara Brockway Treasurer Town of Buena Vista 29960 HWY 14 Lone Rock WI 53556

Todd Muckler Supervisor Town of Buena Vista Gotham WI 53540

Van Nelson Clerk Town of Buena Vista 29440 HWY 14 Lone Rock WI 53556 Richland
Randy Schmidt Town Board Chairman Town of Buena Vista 31553 Slow Lane Lone Rock WI 53556
Francine Ewing Clerk Town of Dayton 26485 Burke Lane Richland Center WI 53581
James Lingel Supervisor Town of Dayton 17525 Lingel Lane Richland Center WI 53581
Kurt Monson Supervisor Town of Dayton 24230 Co ZZ Richland Center WI 53581
Dianne Monson Treasurer Town of Dayton 24230 Co ZZ Richland Center WI 53581
Kimberly Clark Town Board Chairman Town of Dayton 21578 Cty HWQ Q Richland Center WI 53581
Brian McGraw Chairman Town of Eagle 20273 Effigy Mounds, Muscoda WI 53573
Weston Hanke Supervisor Town of Eagle 16320 Cavern Ln Blue River WI 53518
Bobbi Ann Goplin Clerk Town of Eagle Muscoda WI 53573
Dustin Gaudette Town of Eagle 29735 Town Hall Rd Muscoda WI 53573
Sharon Storms Treasurer Town of Eagle 30534 Town Hall Drive Muscoda WI 53573
John Matthes Town Board Chairman Town of Forest Viola WI 54664
Lynette Owens Clerk Town of Forest 12725 Cty MM Viola WI 54664
Jim Carley Supervisor Town of Forest Viola WI 54664
Shyla Stedman Treasurer Town of Forest 15003 HWY 56 Viola WI 54664
Dan White Supervisor Town of Forest Viola WI 54664
Verlin Coy Town Board Chairman Town of Henrietta 13628 Soules Creek Drive Cazenovia WI 53924
Ken Dvorak Supervisor Town of Henrietta 26051 Hwy CC, Cazenovia WI 53924
Jim Klang Supervisor Town of Henrietta 11835 Hanko Drive Cazenovia WI 53924
Diane Brown Treasurer Town of Henrietta 22522 Cty D Cazenovia WI 53924
Rachael Aide Clerk Town of Henrietta 15814 Crofton Dr Richland Center WI 54634
David Wanless Chairman Town of Ithaca 28749 Nebraska Rd Richland Center, WI 53581
Glen Niemeyer Supervisor Town of Ithaca 23375 HWY NN Richland Center WI 53581
Ron Brisbois Supervisor Town of Marshall 23759 Hwy NN Richland Center WI 53581

Sheila Kitsembel Supervisor/Clerk Town of Marshall 29475 Nebraska Rd Richland Center WI 53581

Jackie Carley Treasurer Town of Marshall 29088 Hell Hollow Rd Richland Center WI 53581

Marc Couey Town Board Chairman Town of Orion 23372 Bomkamp Rd Muscoda WI 53573

Tammy Cannoy-Bender Clerk Town of Orion 23398 Whippoorwill Rd Richland Center WI 53581

Joseph Halverson Supervisor Town of Orion 29072 Oakridge Dr Richland Center WI 53581

Tony Johnson Supervisor Town of Orion 31172 Hwy TB Lone Rock WI 53581

Judy Shadewald Treasurer Town of Orion 31394 Hwy TB Lone Rock WI 53556 R

Jane Ewing Treasurer Town of Richland 26394 Maple Grove Rd Richland Center WI 53581

Dave Jelinek Chairman Town of Richland Richland Center WI 53581

Matt Schmitz Supervisor Town of Richland 25360 Hwy RC Richland Center WI 53581

Aaron Palmer Supervisor Town of Richland 24455 Co Hwy A Richland Center WI 53581

Linda Wymer Clerk Town of Richland 26960 Crestview Dr Richland Center WI 53581

Jesse Zimpel Chairman Town of Richwood 30160 Misti Ln Blue River WI 53518

Ronald Georgeson Supervisor Town of Richwood 15066 High Ridge Rd Blue River WI 53518

James Kratochwill Supervisor Town of Richwood 31250 County F Blue River WI 53518

Lyle Williams Supervisor Town of Richwood 11475 Caddie Ln Blue River WI 53518

Edward Chitwood Supervisor Town of Richwood 16025 Eddy's Ln Blue River WI 53518

Christine Ritchie Treasurer Town of Richwood 12877 Hwy 60 Blue River 53518

Carol Welsh Clerk Town of Richwood 10583 Twin Springs Rd Blue River WI 53518

Scott Banker Town Board Chairman Town of Rockbridge 16368 Banker Lane Richland Center WI 53581

Kelly Kepler Supervisor Town of Rockbridge 19886 Hwy BR Richland Center WI 53581

Sharon Miller Clerk Town of Rockbridge 17520 Hwy 80 Richland Center WI 53581

Doug Duhr Supervisor Town of Rockbridge 20618 Bucta Hill Rd Richland Center WI 53581

Chris Storer Treasurer Town of Rockbridge 21223 Hwy SR Richland Center WI 53581

Dane Kanable Supervisor Town of Sylvan 18250 High Drive Viola WI 54664

Patrick Marshal Town Board Chairman Town of Sylvan 17018 County G Richland Center WI 53581

Steve Henthorn Supervisor Town of Sylvan 18293 High Point Dr Viola WI 54664

Judy Murphy Clerk Town of Sylvan 12988 Jo-Dy Ln Richland Center WI 53581

Anthony Wheeler Treasurer Town of Sylvan 12976 Elk Creek Rd Viola WI 54664

Gary Curfman Town Board Chairman Town of Westford 11732 Klang Dr Cazenovia WI 53924

Cyril Deitelhoff Supervisor Town of Westford 30824 Cty Hwy II Cazenovia WI 53924

Ann Stiemke Treasurer Town of Westford PO Box 25 Cazenovia WI 53924

Frank Tomczak Supervisor Town of Westford 29919 Hwy II Cazenovia WI 53924

Ursula Bauer Clerk Town of Westford PO Box 25 Cazenovia WI 53924

Deborah Dickey Treasurer Town of Willow 31844 Lost Hollow Rd Cazenovia WI 53924

Tim Willis Chairman Town of Willow 19254 Hwy 58 Cazenovia WI 53924

Devon Rupnow Clerk Town of Willow 30570 Wheat Hollow Rd Cazenovia WI 53581

Kenda McConkey Ms. Towne Taxi 555 Lincoln St Richland Center WI 53581

Chelsea Wunnicke UW Extension - Richland County 1000 US 14 Richland Center WI 53581

VARC, Inc. 111 Robb Rd Richland Center WI 53581

--- VARC, Inc. & TCC Viroqua WI 54665

Brenda Olson Vernon County Unit on Aging 402 Court House Square Viroqua WI 54665 Richland

Jean Nicks President Village of Boaz 17115 Hwy 171 Richland Center WI 53581

Sara Hauri Clerk/Treasurer Village of Boaz 697 S Rosa Richland Center WI 53581

Kerry Gies Trustee Village of Boaz 25540 Jackson St Muscoda, WI 53573

Judy Adrian, Trustee Village of Boaz 17154 Main Street, Richland Center, WI 5358

Dennis Adelman President Village of Cazenovia 115 Cunningham Ridge Rd, Cazenovia WI 53924

Mike Adelman Trustee Village of Cazenovia 128 Cunningham Ridge Rd, Cazenovia WI 53924

Robin Landsinger Clerk Village of Cazenovia 108 Bluff St PO Box 151 Cazenovia WI 53924

Mary Shields Treasurer Village of Cazenovia 206 Hwy V Box 204 Cazenovia WI 53924

Tammy Christianson Village Clerk Village of Lone Rock Lone Rock WI 53556

Molly Kasten Village President Village of Lone Rock Lone Rock WI 53556

Esther Marshall Village Treasurer Village of Lone Rock Lone Rock WI 53556

Dana George Clerk/Treasurer Village of Viola PO Box 38 Viola WI 54664

Daren Matthes President Village of Viola Viola WI 54664

Village Treasurer Village of Yuba Yuba WI 54634

James Huffman President Village of Yuba Yuba WI 54634

Katie McCollam Clerk Village of Yuba 22169 Main St Yuba WI 54634

Helen Gillingham Viola Health Services 338 N Commercial St Viola WI 54664

Jennifer Hunn Vocational Rehabilitation Richland Center WI 53581

Chris Stibbe Transportation Director Weston School District E2511 Hwy S Cazenovia WI 53924

C Director of Special Education Weston School District E2511 Hwy S Cazenovia WI 53924

Lori Jacobson WI DOT, Bureau of Transit & Local Roads Madison WI 53707

Martha White Richland Center WI 53581

Virginia Cupp Muscoda WI 53573

Hardy Lone Rock WI 53556

Frances Shepherd Lone Rock WI 53556

Jan Hubbard Hillsboro WI 54634

Janice Hill Richland Center WI 53581

Sandra McKittrick Lone Rock WI 53556

William Drea Cazenovia, WI 53924

Hugh McWane Muscoda WI

Sue Price Richland Center WI 53581

Pamela Flick Richland Center WI 53581

Arnold Richter Richland Center, WI 53581

Kathy Anderson Richland Center, WI 53581

Don McCarthy, Richland Center, WI 53581

DRAFT

Appendix E: Transportation Providers by County

Provider Name	Contact Person	Passenger Eligibility	Service Description	Office Hours	Fleet Information	Funding Sources
Richland County Transportation Providers						
ADRC Driver Escort	Linda Batten 608-647-4616	Aging and disabled	Demand Response (Door-to-Door)	M-F 8:00 am-5:00pm, after hours by special request	Volunteer drivers using their own vehicles	85.21, Copays, Family Care, Older Americans Act
ADRC-Public Transportation Bus	Linda Batten 608-647-4616	None	Varied Fixed Rout	M-F designate routes by reservation and special requests	2 wheelchair vans	85.21, 5310, Older Americans Act, Copays, Family Care
Coulee Trails	608-347-8884	Medicaid, disabled	Demand Response door – to – door.	M-F 8:00 am-4:00 pm	12 accessible minivans	Medicaid, CMO, co-pays private pay
DAV	David Bradford 608-280-7019	Veteran	Demand Response Door-to-Door	M-F times vary	One van not accessible	VA
LIFT SWCAP	608-930-2191	Disabled and lacking transportation as viewed by LIFT as a disability.	Demand response (Door-to-Door).	Mon- Thurs 8 am – 4:30 pm, Friday 8 am – 12 pm.	3 vans; 2 are wheelchair accessible, 1 – 7 passenger mini vans (not accessible)	Family Care – Medicaid, 52.17, TCSP, Copay, Private Pa
Kobussen	transportation Manager, 1996 US Hwy 14 W, Richland Center, WI		School Bus		1 Wheelchair accessible bus	
RC Transit	608-649-8249	None	Demand Response Door-to-Door	M-F 6:00 am – 9:00 pm, Sat 8:00 am – 3:00 pm, Sunday 10:00 am-2:00 pm	3 vans	5311
Schmitt Woodland Hills	608-647-8931	55+ and people with disabilities	Demand Response	M-F 8 am-5:00 pm and special requests	1 Med bus 1 mini van with lifts	5310 and private entity
Towne Taxi	608-647-3114	No eligibility requirements	Demand Response	M-S 7 am- 7 pm	1 car	Private pay
VARC	608-637-3934	Client of VARC	Fixed Route	M-F 6:00 am – 5:00 pm	4 buses 1 with lift	VARC funding

Appendix F: Evaluations

DRAFT

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	(2)	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	(2)	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	(2)	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	(2)	3	4	5	6
5. The county/region has a working coordination team.	(1)	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	(2)	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	(2)	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	(1)	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

what transportation is in county, population distribution

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability. *yes*

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	Jackie/Roxanne

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much __ about right ~~X~~ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

Funding, Coordination,

12. List any information or meeting content you felt was omitted or needed further clarification.

People have a tendency to forget about rural areas.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	Jacelyn (SP) Rox

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much X about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

None

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

I will be

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	Jackie - Roxanne

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	②	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	①	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	①	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	②	3	4	5	6
5. The county/region has a working coordination team.	①	2	3	4	5	6
6. The previous coordination plan has been implemented.	①	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	②	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	②	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	②	3	4	5	6
10. The information was presented in a clear, logical format.	①	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	(2)	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	(2)	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	(3)	4	5	6
5. The county/region has a working coordination team.	1	2	(3)	4	5	6
6. The previous coordination plan has been implemented.	1	2	(3)	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	(2)	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	(3)	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	(2)	3	4	5	6
10. The information was presented in a clear, logical format.	1	(2)	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful. → demographics info was useful and most informative

12. List any information or meeting content you felt was omitted or needed further clarification. → nothing comes to mind

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability. Yes → but have limited availability - could man a booth

14. Other comments (write on back)

at local farmer's market or deliver brochures locally - Karen A. 608-383-3265

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	(1)	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	(1)	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	(1)	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	(6)
6. The previous coordination plan has been implemented.	1	2	(3)	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	(2)	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	(3)	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: __ too much ✓ about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

Needs -

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much __ about right not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.
See our form

12. List any information or meeting content you felt was omitted or needed further clarification.
See our form

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	(1)	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	(1)	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	(2)	3	4	5	6
5. The county/region has a working coordination team.	(1)	2	3	4	5	6
6. The previous coordination plan has been implemented.	(1)	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	(1)	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	(1)	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: __ too much __ about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful. *New Programs implemented
Needs addressed clearly,*

12. List any information or meeting content you felt was omitted or needed further clarification. *None at this time*

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability. *Yes. availability varies - Jesse Nelson - VARC Inc
jnelson@varcinc.com*

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much __ about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: too much about right not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

EVERYONE GOT TO MAKE SUBSEMENTS

12. List any information or meeting content you felt was omitted or needed further clarification.

NEED FOR TRANSPORT FOR PETS TO VET VISITS

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	(2)	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	(1)	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	(1)	2	3	4	5	6
5. The county/region has a working coordination team.	1	(2)	3	4	5	6
6. The previous coordination plan has been implemented.	1	(2)	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	(1)	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	(1)	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: __ too much ~~X~~ about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

more communication will be helpful

12. List any information or meeting content you felt was omitted or needed further clarification.

none

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

it was a very good day

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	SW WI CADRC

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	①	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	①	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	①	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	①	2	3	4	5	6
5. The county/region has a working coordination team.	①	2	3	4	5	6
6. The previous coordination plan has been implemented.	①	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	①	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	①	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	①	2	3	4	5	6
10. The information was presented in a clear, logical format.	①	2	3	4	5	6

10. The time allotted for the meeting was: __ too much X about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	SWWRPC / ADRC

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	(1)	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	(1)	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	(2)	3	4	5	6
5. The county/region has a working coordination team.	(1)	2	3	4	5	6
6. The previous coordination plan has been implemented.	(1)	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	(1)	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	(1)	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

I can personally help with outreach to the Village of Board and at the church I attend.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	(2)	3	4 5 6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	(2)	3	4 5 6
3. Participants at the meeting were from a broad stakeholder group.	1	(2)	3	4 5 6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	(3)	4 5 6
5. The county/region has a working coordination team.	1	2	(3)	4 5 6
6. The previous coordination plan has been implemented.	1	2	3	4 5 6
7. Developing the prioritized action plan was meaningful and valuable.	1	(2)	3	4 5 6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	(2)	3	4 5 6
Facilitator Questions				
9. Facilitator was knowledgeable about the meeting process.	1	(2)	3	4 5 6
10. The information was presented in a clear, logical format.	1	(2)	3	4 5 6

10. The time allotted for the meeting was: __ too much X about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

Previous goals vs. new goals

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented. <i>Some things</i>	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies. <i>Hopefully</i>	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

What he wrote on front board

12. List any information or meeting content you felt was omitted or needed further clarification.

None

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

Heidi Sheire, Bob Sheire, Jan Hubbard

14. Other comments (write on back)

None

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

after hours drivers

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much __ about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	3	4	5	6
5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: too much about right not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

GETTING INFORMATION OUT TO PUBLIC

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability. *NOT NOW*

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	Dackelyn Roxanne

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	(1)	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	(1)	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	(1)	2	(3)	4	5	6
5. The county/region has a working coordination team.	1	2	(3)	4	5	6
6. The previous coordination plan has been implemented.	(1)	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	(1)	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

The need for the evolution of transportation needs

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

Possibly 608-604-5682

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	(1)	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	(2)	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	(3)	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	(3)	4	5	6
5. The county/region has a working coordination team.	1	(2)	3	4	5	6
6. The previous coordination plan has been implemented.	1	(2)	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	(2)	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	(3)	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	(2)	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

10. The time allotted for the meeting was: too much about right not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

- Funding need.
- Driver shortage.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	1	2	3	4	5	6
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5. The county/region has a working coordination team.	1	2	3	4	5	6
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7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
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Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much __ about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree		Agree	Strongly Disagree		Don't Know
1. The information covered in the group discussions, examples and explanations was understandable.	1	2	3	4	5	6
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3. Participants at the meeting were from a broad stakeholder group.	1	2	3	4	5	6
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Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

Funding & Shortage

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
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5. The county/region has a working coordination team.	1	2	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	3	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	3	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	2	3	4	5	6
10. The information was presented in a clear, logical format.	1	2	3	4	5	6

10. The time allotted for the meeting was: __ too much α about right __ not enough

11. List key points/issues presented during the meeting that were the most valuable or useful.

12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
1. The information covered in the group discussions, examples and explanations was understandable.	①	2	3	4	5	6
2. The meeting provided a good forum for communication about public/human services transportation coordination.	①	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	1	2	3	④	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	2	③	4	5	6
5. The county/region has a working coordination team.	1	②	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	③	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	2	③	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	⑤	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	1	②	3	4	5	6
10. The information was presented in a clear, logical format.	1	②	3	4	5	6

10. The time allotted for the meeting was: ___ too much K about right ___ not enough

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13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)

Meeting Evaluation Form

(2024-2028) Coordinated Planning Meeting

County/Region:	Richland County
Date:	April 18, 2023
Facilitator(s):	

Instructions: For each item below, please circle the number/response that best expresses your opinion.

General Meeting Questions	Strongly Agree	Agree	Strongly Disagree	Don't Know		
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2. The meeting provided a good forum for communication about public/human services transportation coordination.	(1)	2	3	4	5	6
3. Participants at the meeting were from a broad stakeholder group.	(1)	2	3	4	5	6
4. The county/region's prioritized action plan is comprehensive and realistic.	1	(2)	3	4	5	6
5. The county/region has a working coordination team.	1	(2)	3	4	5	6
6. The previous coordination plan has been implemented.	1	2	(3)	4	5	6
7. Developing the prioritized action plan was meaningful and valuable.	1	(2)	3	4	5	6
8. I feel the coordination process in the county/region will be improved based on the assessment, action plan and implementation strategies.	1	2	(3)	4	5	6
Facilitator Questions						
9. Facilitator was knowledgeable about the meeting process.	(1)	2	3	4	5	6
10. The information was presented in a clear, logical format.	(1)	2	3	4	5	6

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12. List any information or meeting content you felt was omitted or needed further clarification.

13. Are you interested in participating on the team that will implement the coordination plan strategies? If yes, indicate your availability.

14. Other comments (write on back)




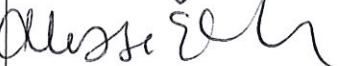

Appendix G: Public Forum Attendees

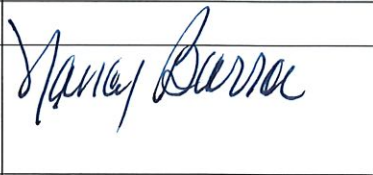


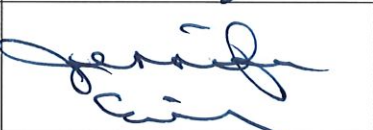
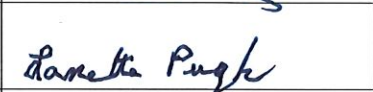



DRAFT

Participant List

(2023-2027) Coordinated Planning Meeting

Region/County:	Southwest Wisconsin, Richland County
Date:	April 18, 2023

Name	Agency	Email	Phone #	Signature
Chris Kanable	RC Transit	chris.kanable@gmail.com	608 475-0320	
Sharon Storms	Town of Eagle	ssstorms855@gmail.com	608-739-3108	
Karen Augustyniak		kayaa@sbcglobal.net	608-383-3265	
Alissa Taylor	DVR	alissa.taylor.hampton@dwd.wisconsin.gov	608-493-341-0948	
Jesse Nelson	VARC	jnelson@varcinc.com	608 647 3850	

Name	Agency	Email	Phone #	Signature
NANCY BARRON	-	dbarron@wscw.net	608-585-2299	
Susie Hauri	Village of Boaz	villofboaz@mwt.net	608-536-3466	
Angela Metz	Richland Hospital	Angela.Metz@RichlandHospital.com	608-517-6321	
Jennifer Ewing	Pine Valley	jennifer.ewing@co.richland.wi.us	608-644-1730	
Lanette Pugh		lanette.pugh13@icloud.com	608- 607 574-7278	
Jeff Segebrecht	SWCAP	j-segebrecht@swcap.org	608-935-2326 x220	
OT Faith Noe	RICHLAND HILLS APARTMENTS	faithnoe677@gmail.com	(608)-644-5809	
Elijah Kramer	Marty-Kramer Group	Elijah.Kramer@martykramergroup.com	608.383.1261	

Transportation Public Hearing Sign In 4/19/2023

Sign In				
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Name	Column1	Organization	Phone	Email
Justin Running		Running Inc	6086372599	Justin@runninginc.net
David Scribbins		RCCOHD	6086045682	
Jan Hubbard		ADRC	608-393-5544-	
Heidi Sheire B-b sheire		Richland center		
Sandra McKittick		ADRC	608-475-2586	
Sandra Kramer		ADRC	608-983-2481	dkramer@mt.net
Judy Adrian		Boaz Village Board	608-536-3704	jladrian48@gmail.com
Munny Bueski		ADRC	608-604-4920	bobginny6@yahoo.com
Ruth Brennum		RES		
Linda Symons		Res/ADRC	608-647-3108	critterpaw52013@gmail.com

Name	Agency	Email	Phone #	Signature
Glen Niemeyer		GN42619@yahoo	608-585-3401 608-604-9626	Glen Niemeyer
Georgette White	nutrition	somewhitecat@gmail.com	608-604-7675	Georgette White
Barb Granger	PVCV	barb.granger@co.richland.wi.us	ext. 1756 608-647-2138	Barb Granger

**Richland County HHS/Veterans Committee
Agenda Item Cover**

Agenda Item Name: Approve the Richland County Transportation program 2024 Vehicle Lease Agreement and a Memorandum of Understanding (MOU)

Department	HHS	Presented By:	Roxanne Klubertanz-Gerber
Date of Meeting:	September 14, 2023	Action Needed:	Vote
Disclosure:	Open Session	Authority:	
Date submitted:	August 30, 2023	Referred by:	Transportation Coordinating Committee

Recommendation and/or action language: Approve the 2024 vehicle lease agreement with Schmitt Woodland Hills and a Memorandum of Understanding with Pine Valley Community Village.

Background: Annually, long held vehicle lease agreements and an inter-department MOU for vehicle use are renewed with HHS Board approval with the following vendors. The Transportation Coordinating Committee has approved the leasing of the county vehicles.

Lease Agreement:

Schmitt Woodland Hills 1 Vehicle, Lift equipped for 1 wheelchair

Memorandum of Understanding:

Pine Valley Community Village 1 Vehicle, lift equipped for 2 wheelchairs

Attachments and References:

Lease Agreement, MOU attached	

Financial Review:

(please check one)

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

Approval:

Review:



Department Head

Administrator, or Elected Office (if applicable)

**2023 Memorandum of Understanding
5310 Vehicle Use Agreement**

WHEREAS the Richland County Health and Human Services Department received a vehicle with a grant from the Wisconsin Department of Transportation 5310 Program of the Federal Transit Administration (FTA); and

WHEREAS, it is proposed that said vehicle will be used by Pine Valley Community Village under a Memorandum of Understanding Agreement with the Richland County Health and Human Services Department located in the City of Richland Center, Wisconsin, for the purpose of providing transportation to the elderly and persons with disabilities as described in the Lessor's grant application.

NOW, THEREFORE, it is agreed by and between the Richland County Health and Human Services Department and Pine Valley Community Village that Pine Valley Community Village will continue to use the following described vehicle (which shall hereinafter be described as "the vehicle") for the period of **January 1, 2024 - December 31, 2024**

<u>WISDOT #</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VIN NUMBER</u>
	2019	Ford	Lift Equipped Medium Bus for 2 wheelchairs	1FDFE4FS5KDC30622

Under the following terms and conditions:

1. Pine Valley Community Village shall operate the vehicle in accordance with the service characteristics described in the grant application that is the basis on which the grant is awarded, a copy of which is annexed hereto as **Exhibit A**. The vehicle may not be used by Pine Valley Community Village for other revenue producing service.
2. Pine Valley Community Village shall operate the vehicle in accordance with the Wisconsin Department of Transportation Grant Contract under Section 5310 of the United States Code, a sample of which is annexed hereto as **Exhibit B**.
3. Title to the vehicle shall be in the name of Richland County Health and Human Services with Pine Valley Community Village named on the registration. Pine Valley Community Village may not sublease the vehicle unless lease is approved in writing by the Wisconsin Department of Transportation.
4. Pine Valley Community Village shall immediately notify the Richland County Health and Human Services Department if the vehicle is no longer used in the provision of the service described in the grant application. Pine Valley Community Village shall also keep satisfactory records with regard to the use of the vehicle and submit to the Lessor upon request such information as may be required by the Richland County Health and Human Services Department to assure compliance.

5. Pine Valley Community Village shall perform preventative maintenance on the vehicle at a level no less than the manufacturer's recommended specifications. The vehicle shall be maintained in good operating order. All vehicle and equipment maintenance and repairs are the responsibility of Pine Valley Community Village. Pine Valley Community Village must provide the Richland County Health and Human Services Department a report of vehicle maintenance performed on a quarterly basis.
6. Pine Valley Community Village shall make the vehicle available to the Wisconsin Department of Transportation (Department) and Richland County Health and Human Services upon demand for the purpose of a semi-annual verification or other inspections deemed necessary by the Richland County Health and Human Services Department.
7. No permanent modifications to the vehicle may be made by Pine Valley Community Village without written approval by the Richland County Health and Human Services Department and the Department of Transportation.
8. Pine Valley Community Village shall develop and implement a Van Policy that is consistent with the Richland County Health and Human Services Department Van Policy, a copy of which is annexed hereto as **Exhibit C**.
9. A certificate of insurance for each of the following coverages shall be filed with the Richland County Health and Human Services Department prior to Pine Valley Community Village operation of said vehicle:
 - a) The vehicle shall be insured for damage or loss from fire, theft, collision, and shall contain a comprehensive damage provision.
 - b) The vehicle shall be insured for liability for personal injury and property damage for not less than \$300,000 per person, \$500,000 per incident, and \$100,000 property combined single limit policy. The Richland County Health and Human Services Department shall be named co-insured.
 - c) The collision insurance shall provide for a deductible of not more than \$500.
 - d) The Richland County Health and Human Services Department shall be named as an additional insured on the liability policy and all other policies shall contain a provision providing for loss to be payable to the Richland County Health and Human Services Department as its interest may appear.
10. The Richland County Health and Human Services Department reserves the right to require Pine Valley Community Village to restore the vehicle or pay for damages to the vehicle as a result of abuse or misuse of the vehicle with Pine Valley Community Village knowledge and consent.
11. Pine Valley Community Village shall comply with all civil rights laws, including the Americans with Disabilities Act (ADA).

12. In the event of a failure on the part of Pine Valley Community Village to perform any of its other obligations under this agreement, the Richland County Health and Human Services Department may, at its option, declare this agreement terminated and may take immediate possession of the vehicle hereunder, without notice.

13. This Vehicle Memorandum of Understanding Agreement constitutes the entire agreement between the parties.

This agreement shall extend to and be binding upon the parties hereto and their respective successors and assigns.

Pine Valley Community Village

By: _____
Name Title

Signature: _____ Date: _____

Richland County Health & Human Services

By: _____
Name Title

Signature: _____ Date: _____

2023 VEHICLE LEASE AGREEMENT

WHEREAS the Richland County Health and Human Services Department received a vehicle with a grant from the Wisconsin Department of Transportation 5310 Program of the Federal Transit Administration (FTA); and

WHEREAS, it is proposed that said vehicle be leased from the Richland County Health and Human Services Department located in the City of Richland Center, Wisconsin, and operated by the Lessee for the purpose of providing transportation to the elderly and persons with disabilities as described in the Lessor's grant application.

NOW, THEREFORE, it is agreed by and between the Richland County Health and Human Services Department as the Lessor and Schmitt Woodland Hills as the Lessee that the Lessee hereby leases the following described vehicle (which shall hereinafter be described as "the vehicle") for the period of **January 1, 2024 - December 31, 2024**:

<u>WISDOT #</u>	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>VIN NUMBER</u>
24-15-07L	2010	Ford	E450 Elkhart	1FDFE4FS0ADA45201
Lift Equipped for 2 wheelchairs				

Under the following terms and conditions:

1. The Lessee shall lease the vehicle and operate it in accordance with the service characteristics described in the grant application that is the basis on which the grant is awarded, a copy of which is annexed hereto as **Exhibit A**. The vehicle may not be used by the Lessee for other revenue producing service.
2. The Lessee shall lease the vehicle and operate it in accordance with the Wisconsin Department of Transportation Grant Contract under Section 5310 of the United States Code, a sample of which is annexed hereto as **Exhibit B**.
3. Title to the vehicle shall be in the name of Richland County Health and Human Services with Schmitt Woodland Hills named on the registration as Lessee. The Lessee may not sublease the vehicle unless lease is approved in writing by the Wisconsin Department of Transportation.
4. The Lessee shall immediately notify the Lessor if the vehicle is no longer used in the provision of the service described in the grant application. The Lessee shall also keep satisfactory records with regard to the use of the vehicle and submit to the Lessor upon request such information as may be required by the Richland County Health and Human Services Department to assure compliance.
5. The Lessee shall perform preventative maintenance on the vehicle at a level no less than the manufacturer's recommended specifications. The vehicle shall be maintained in

good operating order. All vehicle and equipment maintenance and repairs are the responsibility of the Lessee. The Lessee must provide the Lessor a report of vehicle maintenance performed on a semi-annual basis.

6. The Lessee shall make the vehicle available to the Wisconsin Department of Transportation (Department) and Richland County Health and Human Services upon demand for the purpose of a semi-annual verification or other inspections deemed necessary by Lessor.
7. No permanent modifications to the vehicle may be made by the Lessee without written approval by the Lessor and the Department of Transportation.
8. The Lessee shall develop and implement a Van Policy that is consistent with the Lessor's Van Policy, a copy of which is annexed hereto as **Exhibit C**.
9. A certificate of insurance for each of the following coverages shall be filed with the Lessor prior to the Lessee's operation of said vehicle:
 - a) The vehicle shall be insured for damage or loss from fire, theft, collision, and shall contain a comprehensive damage provision.
 - b) The vehicle shall be insured for liability for personal injury and property damage for not less than \$300,000 per person, \$500,000 per incident, and \$100,000 property combined single limit policy. The Lessor shall be named co-insured.
 - c) The collision insurance shall provide for a deductible of not more than \$500.
 - d) The Lessor shall be named as an additional insured on the liability policy and all other policies shall contain a provision providing for loss to be payable to the Lessor as its interest may appear.
10. The Lessor reserves the right to require the Lessee to restore the vehicle or pay for damages to the vehicle as a result of abuse or misuse of the vehicle with Lessee's knowledge and consent.
11. The Lessee shall pay the Lessor, as lease payment for the vehicle, the sum of one dollar (\$1.00). The sum total of the lease payments received by the Lessor over the life of the vehicle cannot exceed the local share contributed at the time the vehicle was purchase, plus actual costs incurred.
12. The Lessee shall comply with all civil rights laws, including the Americans with Disabilities Act (ADA).
13. In the event of a default on the part of the Lessee in the payment of its lease required hereunder, or by its failure to perform any of its other obligations under this agreement,

**Richland County Committee
Agenda Item Cover**

Agenda Item Name: Approve the Application & Acceptance of a Treatment Alternatives and Diversion (TAD) Grant

Department:	HHS	Presented By:	Brandi Christianson
Date of Meeting:	September 14, 2023	Action Needed:	Vote//Resolution
Disclosure: Open or Closed	Open Session	Authority:	County Board Rule #14
Date submitted:	August 31, 2023	Referred by:	HHS/Veterans Standing Committee

Recommendation and/or action language: Approve the application and acceptance of a Treatment Alternatives and Diversion (TAD) Grant totaling up to \$173,333 administered through the Wisconsin Department of Justice, Department of Corrections, and Department of Health Services with an up to \$43,333 county match to service individuals in need of drug and alcohol treatment court services in Richland County, and forward the recommendation onto the County Board for approval.

The grant does require matching funds, in-kind match, or adding personnel, so it does require County Board approval.

Background: Richland County Health and Human Services has worked with Law Enforcement, the Courts, the District Attorney’s Office, and other community stakeholders for the last six years to provide Treatment Court to Richland County residents that have been convicted of alcohol and/or drug related offenses. From 2017-2022, Richland County operated one court; for those with alcohol related offenses. In 2022 Richland County launched Drug Court and it accepted its first participant. Treatment Courts are an evidence-based practice to help reduce recidivism, and save tax dollars on incarceration. Richland County has a 0% recidivism rate on those who have graduated from OWI Court. Currently there are 6 participants in Sobriety Court and 6 participants in Drug Court.

The funding request for Treatment Alternative and Diversion programming would fund both alcohol treatment court services and drug treatment court services for the 2024 calendar year in Richland County.

Attachments and References:

Richland County Board Rule #14 (m) Program Initiatives and Grants	
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Financial Review: The \$43,333 county match will be up to \$28,523 of cash match and \$14,810 of in kind being included in the 2024 HHS Budget.

(please check one)

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

(summary of current and future impacts)

**Richland County Committee
Agenda Item Cover**

Approval:

Review:



Department Head

Administrator, or Elected Office (if applicable)

Richland County Health & Human Services and Veterans Standing Committee

Agenda Item Cover

Agenda Item Name: Approve New Comprehensive Community (CCS) Coordinating Committee Membership List

Unit	Behavioral Health Services	Presented By:	Brandi Christianson
Date of Meeting:	September 14, 2023	Action Needed:	Vote // County Administrator // County Board
Disclosure:	Open Session	Authority:	
Date submitted:	08/28/2023	Referred by:	Comprehensive Community (CCS) Coordinating Committee

Recommendation and/or action language: Appoint the following new membership list to the Comprehensive Community (CCS) Coordinating Committee, and forward the recommendation onto the County Administrator for review and submission to the County Board for approval.

Background: The CCS Coordination Committee is responsible for reviewing the annual Quality Improvement Plan and the Comprehensive Community Services Plan for Richland County CCS Programming. The Comprehensive Community Services Coordination Committee reviews changes to policies and practices related to CCS Services in Richland County.

In an effort to increase attendance at the committee meetings, Health & Human Services began offering per diems and mileage reimbursement to committee members in early 2022. These meetings are held at least quarterly and are a requirement of the Comprehensive Community (CCS) Coordinating Program. Meeting agendas and minutes are recorded and will be offered to the County Clerk's Office.

<u>Member's Name</u>	<u>First Appointed</u>	<u>Representing</u>
Christianson, Brandi	09/14/2023	HHS – Behavioral Health Services Manager
Fisher, Mackenzie	09/14/2023	HHS - Staff
Muth, Elizabeth	09/14/2023	HHS - Staff
Marissa Banker	09/14/2023	Community Mental Health/Substance Abuse Advocate
Berres, Dr. Jerel	05/12/2022	Health & Human Services and Veterans Committee
McBain, Nathan	09/14/2023	Consumer
Clarson, Anna	09/14/2023	Consumer
Welte, Connie	09/14/2023	Consumer
Hillman, Charlie	12/09/2021	Consumer

Attachments and References:

Refer to Resolution #17-129

Financial Review: A \$30.00 meeting per diem plus mileage would be paid to committee members

(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:

Tricia
Clements
Department Head

Digitally signed by Tricia Clements
Date: 2023.09.05 11:12:30 -05'00'

Review:

Administrator, or Elected Office (if applicable)

**Richland County Health & Human Services Board
Agenda Item Cover**

Agenda Item Name: Approve a resolution recognizing the retirement of Karn Schauf

Department	HHS	Presented By:	Roxanne Klubertanz-Gerber
Date of Meeting:	September 14, 2023	Action Needed:	Vote
Disclosure:	Open Session	Authority:	
Date submitted:	August 23, 2023	Referred by:	HHS committee

Recommendation and/or action language: Approve a resolution recognizing the retirement of Karn Schauf, and forward the recommendation on to the County Board for approval.

Background: Ms. Karn Schauf was hired on July 16, 1990 as a Social Worker in the Community Options program. Karn transitioned to be a Case Manager in the Family Care program when it was a county administered program and transitioned to the ADRC as an ADRC Specialist in 2010. Karn retired on September 8, 2023.

During her 33 years of service she has been very active in the community. She has been a part of countless events including facilitating support groups, facilitating Dementia Live and other events, sat on numerous planning committees at the state level and has been instrumental in training new staff in the ADRC in Richland County and throughout the region.

Karn brought expertise, experience and a calming presence to those she worked with. She enjoyed her job and this was apparent to those working with her and around her. Karn will be missed by the Department but we wish her well in her retirement.

Attachments and References:


Financial Review:

(please check one)

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

Approval:

Review:



Department Head

Administrator, or Elected Office (if applicable)

RESOLUTION NO. 23-_____

A Resolution Recognizing the Retirement of an Employee of the Health and Human Services Department

WHEREAS, Ms. Karn Schauf was hired on July 16th, 1990 as a Social Worker in the Community Options program, transitioned to be a Case Manager in the Family Care program when it was a county administered program, and finally transitioned to the ADRC as an ADRC Specialist in 2010.

WHEREAS the Health and Human Services & Veterans Standing Committee and the Richland County Board wants to express its sincere appreciation to Ms. Karn Schauf for over 33 years of dedicated service to Richland County, and

NOW THEREFORE BE IT RESOLVED, by the Richland County Board of Supervisors that the County Board hereby expresses its sincere appreciation to Ms. Karn Schauf for over 33 years of dedicated service to Richland County, and

BE IT FURTHER RESOLVED that the County Board wishes Ms. Karn Schauf a long and happy retirement, and

BE IT FURTHER RESOLVED, that the County Clerk shall send a copy of this Resolution to: Ms. Karn Schauf, 579 E. Haseltine, Richland Center, WI 53581.

VOTE ON FOREGOING RESOLUTION RESOLUTION OFFERED BY THE COUNTY
AYES _____ NOES _____ SUPERVISOR MEMBERS OF THE HEALTH
AND HUMAN SERVICES BOARD

RESOLUTION _____ FOR AGAINST

COUNTY CLERK _____ _____

DATED _____ _____ _____

_____ _____ _____

September 2023 HHS Updates

Economic Support

On August 28, 2023, Hannah Hilleshiem started as an Economic Support Specialist. We are now back up to a full crew of ESS. She started new worker training September 11, 2023. She is currently doing the prerequisites for that training and job shadowing her fellow ESS. Welcome Hannah!

Richland County ESS are still participating in overtime. 3 workers are working 2-6 hours per week of overtime. This is being paid for through ARPA and Unwinding funding. Overtime is used to catch up on casework that is unable to be processed during the day due to high call volume. Without this overtime, the consortium would fall behind and not meet timeliness standards set by the state.

The call center phone system has been unstable lately, along with the web-based program eligibility system. The state is aware and fixes the issues as they come up. Unfortunately, this causes frustration for both ESS and customers. Even with those issues, the Capital Consortium ESS took 24,184 calls in August. Of those calls, Richland County ESS took 3,517.

ADRC

ADRC Specialist, Karn Schauf officially retired on September 8th. The ADRC has started the recruitment process for her position. Karn has been an exemplary employee for the last 33 years and will be sorely missed.

ADRC staff along with the Dementia Care Specialist provided Dementia Live training to the community at events held at Schmitt Woodland Hills. Over 30 people received the training.

The Elder Benefit and Disability Benefit Specialists are gearing up for the upcoming Medicare open enrollment which starts October 15th and ends on December 7th. This is the time each year that people can make changes to their plans which will be effective 1/1/2024.

The ADRC is exploring providing a new Health Promotion program in partnership with Symons Recreation called Bingocize. Bingocize is an evidence-based program which incorporates exercise into bingo and runs twice a week for 10 weeks. This is a pilot program and has very little upfront cost and minimal ongoing cost to maintain the program in the future. Included in the pilot start-up kit for the program is instructor manuals, exercise equipment, online resources, training of staff, bingo prizes and more.

Behavioral Health

Outpatient Clinic:

Dr. Saner has started doing psychological testing on county residents. He is here the 1st and 3rd Thursday of every month.

Bryanna and MacKenzie are credentialed with most insurances, and are accepting new patients. They are eager to offer new services to increase revenue for Richland County HHS.

CCS:

Our two new CCS facilitators are adjusting to their role. They have been taking cases, and working on getting people enrolled. We have had an increase in CCS referrals as of late.

AODA:

Our new AODA counselor, Michelle Stearns, has started. Since she has started this is the first time since around 2015 that Behavioral Health has been fully staffed.

Treatment Court:

Treatment Court has reached almost maximum capacity. This is the fullest the program has been in quite some time.

Public Health

The Public Health Nurse position remains vacant at this time. We have several applications for the Public Health Specialist position. Interviews for that position will occur this week.

The 2023-2024 influenza season will be upon us soon. Flu vaccine shipments have arrived to the public health unit, both private stock (billable) and public (Vaccine for Children, VFC stock.) Brandie is working on coordinating with the area school nurses to complete the mass flu vaccine clinics in the schools for October. Sauk County Health Department has agreed to assist with Weston School as that school district is also part of that jurisdiction. Immunization Clinics are scheduled monthly on the 4th Thursdays from 1 to 4 p.m.; next scheduled clinic date is Thursday, September 28th in the afternoon. Vernon county nursing staff has agreed to continue to be on-site for this clinic. For the future, we are looking at other options for a second nurse at these clinics. Other considerations are contracting with other interested nurses to administer flu vaccines, or reaching out for volunteer nurses or retired nurses.

Brandie learned this week that the COVID vaccines will become part of the VFC program, so it is likely that Richland County Public Health will likely be required to carry the COVID shots to offer to eligible families. Adults and children with private insurance will need to obtain COVID vaccines through their healthcare providers/pharmacies.

Rose Welsh continues to assist in the Public Health unit one day per week with assigned tasks and are looking into expanding her tasks, as her time allows. Brandie would like to acknowledge that her help has been invaluable to Public Health these past few months.

The MOU with Iowa County for assistance with animal bites cases will end on September 30th. The Iowa County Health Officer has informed Richland County that they will not be able to provide any assistance beyond that date. This task will likely be assigned to the new public health specialist with training provided by Brandie.

Troy Moris continues to provide environmental health consultation and home visits 2 times per month on site at Richland County, until his departure at the end of 2023. These duties will become part of the public health specialist job in 2024.

Child and Youth Services

We have a lot of end of the year training coming up for CYS staff, including a couple of conferences. Jessica Tisdale is partnering with Judge McDougal and Attorney Forehand to attend the Conference on Child Welfare and the Courts at the end of this month.

We will be running a scaled back version of the YES program during the school year. This will be occurring once per month for the next several months.

2024 Health and Human Services Budget Summary
5%/5% + Step Wage Increases/13% Insurance Increase

EXPENSES	2024 PROPOSED BUDGET (5% Raise)	2024 PROPOSED BUDGET (5% + Step)	2024 REVENUE (5%)	2024 TAX LEVY (5%)	2024 REVENUE (5% + Step)	2024 TAX LEVY (5% + Step)	2023 APPROVED BUDGET	DIFFERENCE (5% Raise)	DIFFERENCE (5% + Step Raise)
Administration (Fund 56)	886,148	896,163	630,307	255,841	613,263	282,901	1,055,348	(169,200)	(159,185)
Administration Personnel	553,211	562,081					763,757	(210,546)	(201,676)
Building & Operating Costs	332,937	334,082					291,591	41,346	42,491
Public Health (Fund 34 & Fund 56)	291,742	296,074	145,218	146,524	144,216	151,858	335,192	(43,450)	(39,118)
Public Health	291,742	296,074					335,192	(43,450)	(39,118)
Aging & Disability Resource Center	1,100,937	1,113,229	955,927	145,010	963,355	149,873	1,042,575	58,362	70,654
Elderly Services (Fund 56 & Fund 63)	354,324	357,460	311,598	42,726	311,972	45,489	365,273	(10,949)	(7,813)
Nutrition (Fund 59)	302,853	304,954	200,569	102,284	200,569	104,385	256,053	46,800	48,901
Resource Center (Fund 53)	443,760	450,815	443,760	-	450,815	-	421,249	22,511	29,566
Economic Support Unit (Fund 56)	977,134	1,002,431	823,862	153,272	849,159	153,272	971,094	6,040	31,337
ESS Program	977,134	1,002,431					971,094	6,040	31,337
Child & Youth Services (Fund 56)	787,334	797,109	787,334	-	797,109	-	829,130	(41,796)	(32,021)
Children & Youth Programs	787,334	797,109					829,130	(41,796)	(32,021)
Behavioral Health (Fund 56)	4,315,692	4,341,404	4,175,318	140,374	4,199,479	141,925	4,492,510	(176,818)	(151,106)
Crisis Services	178,417	179,724	156,514	21,903	157,821	21,903	314,813	(136,396)	(135,089)
MH Outpatient	655,686	661,814	643,686	12,000	649,814	12,000	464,004	191,682	197,810
AODA Outpatient	158,128	160,071	158,128	-	160,071	-	215,092	(56,964)	(55,021)
CCS	2,603,127	2,611,591	2,603,127	-	2,611,591	-	2,873,893	(270,766)	(262,302)
Adult Protective Services	135,688	137,834	85,566	50,122	87,712	50,122	93,881	41,807	43,953
Treatment Court	156,972	158,523	130,000	26,972	130,000	28,523	157,614	(642)	909
Birth to Three Program	210,691	212,118	181,314	29,377	182,741	29,377	195,933	14,758	16,185
Children with Disabilities	216,981	219,729	216,981	-	219,729	-	177,280	39,701	42,449
TOTAL	8,358,987	8,446,411	7,517,966	841,022	7,566,582	879,830	8,725,849	(366,862)	(279,438)

PROGRAM FUNDS	2024 PROPOSED BUDGET (5% Raise)	2024 PROPOSED BUDGET (5% + Step)	2024 REVENUE (5%)	2024 TAX LEVY (5%)	2024 REVENUE (5% + Step)	2024 TAX LEVY (5% + Step)	2023 TAX LEVY	DIFFERENCE (5% Raise)	DIFFERENCE (5% + Step Raise)
HHS Funds	8,358,987	8,446,411	7,517,965	841,022	7,566,582	879,830	956,085	(115,063)	(76,255)
Fund 34	35,466	35,466	35,466	-	35,466	-	-	-	-
Fund 53	443,760	450,815	443,760	-	450,815	-	-	-	-
Fund 56	7,335,635	7,411,946	6,624,225	711,409	6,665,787	746,159	889,160	(177,750)	(143,001)
Fund 59	302,853	304,954	200,569	102,284	200,569	104,385	35,318	66,966	69,067
Fund 63	241,273	243,231	213,945	27,328	213,945	29,286	31,607	(4,279)	(2,322)

PLACEMENT FUNDS	2023 APPROVED BUDGET	2024 PROPOSED BUDGET	2023 TAX LEVY	2024 TAX LEVY
HHS Funds	1,385,000	1,385,000	1,385,000	1,385,000
Fund 44	675,000	675,000	675,000	675,000
Fund 54	710,000	710,000	710,000	710,000