

Health and Human Services Committee Agenda

Thursday, August 23, 2018, 5:00 pm

Edgewater Haven – Conference Room 110, Administration Building
1351 Wisconsin River Drive, Port Edwards

- 1) Call to order
 - 2) Declaration of quorum
 - 3) Public comments
 - 4) Health Department Groundwater Update
 - 5) **Consent Agenda:**
 - a) Meeting minutes:
Health and Human Services Committee ... July 26, 2018
 - b) Narratives:
Department Head/Supervisor Monthly Reports/Narratives: Edgewater Haven, Veterans Service Officer (CVSO), Health Department, Human Services
Other Narratives/Reports/Informational Material/Resolutions: Health Department, Edgewater Haven, Veterans Service, and Human Services credit cards detail, Edgewater Haven marketing report, Edgewater Haven caseload statistics, Edgewater Haven Physical/Occupational Therapy (PT/OT) report, CVSO supporting documents/educational material
 - c) Vouchers: Vouchers from Edgewater Haven, Health Department, Human Services, Norwood Health Center, Veterans Service
- Consent agenda items will be acted upon by the Health and Human Services Committee in one motion without discussion unless a Committee member requests an item(s) be removed for discussion and separate consideration**
- 6) Discussion and consideration of item(s) removed from consent agenda
 - 7) Financial Statements: Edgewater Haven, Human Services, Norwood Health Center
 - 8) Health Department request to setup nitrate lab with equipment purchased from grant funds.
 - 9) Human Services out-of-state travel request to attend the National Association of Workforce Development Professionals Conference in Chicago IL, December 12-14, 2018 with all expenses paid through program budgeted non-tax levy dollars
 - 10) Budget presentation by Veterans Service (action required)
 - 11) Budget presentation by Health Department (action required)
 - 12) Legislative issue updates
 - 13) Future agenda items
 - 14) Next meeting(s):
 - September 27, 2018; 5:00 pm, Wood County Annex & Health Center, Classroom – Marshfield
 - 15) Adjourn



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August 2018

To: Members of the Wood County HHS Committee

From: Sue Kunferman

As you saw, I placed a Groundwater Update on the August HHSC agenda. The focus of this correspondence is to provide you with a summary of the authority the Health Department currently has to protect ground and surface water. This information was also shared with the CEED committee on August 15.

Summary of Authority

Local health departments operate under six main statutes, Chapters 250-255. Chapter 254 Environmental Health (*attached and highlighted*) provides broad and specific authority to address human health hazards and I will provide details in a summary below. Chapters 250 and 251 describe local health departments, qualifications of local health officials, boards of health, etc. The piece in 251 applicable is also in Chapter DHS 140 described below, so I will not repeat that here. The others are not specifically applicable to this memo.

Chapter DHS 140 (*attached and highlighted*) is an Administrative Rule that also addresses human health hazards.

Ordinance #301 Wood County Public Health Ordinance (*attached and highlighted*) also provides specific authority in regards to human health hazards.

I will begin with a bulleted summary of applicable points in Ordinance #301:

- Purpose: to protect the public health, safety, environment and general welfare of the people of Wood County.
- Definition of Health Hazard – a substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or to cause a negative impact on the health of the public.
- Health hazard includes the follow (*I pulled applicable points – see ordinance for full list*):
 - Accumulations of manure, rubbish, garbage, refuse and human and industrial or noxious or offensive waste, except the normal storage on a farm of manure for agricultural purposes.
 - The pollution of any well, groundwater aquifer, or body of water by sewage or industrial wastes, fertilizers and toxic pesticides, or other substances harmful to human beings.
 - ...toxic pesticides by drift or overspray...in quantities sufficient to be toxic, harmful or injurious to the health of any employee or to any premises, occupant, or to any other person.
 - The keeping of animals or fowl in close proximity to residences, schools, hospitals, public or semi-public buildings, playgrounds, parks, and other places, except...farm animals on farms...
 - All other acts, practices, conduct, businesses, occupations, callings, trades, uses of property, and all other things detrimental to the health of the inhabitants of Wood County, Wisconsin.
- Duties and Powers (*applicable points below – see ordinance for full list*):
 - To enter any structure or premise, during reasonable hours, to perform inspections to determine compliance with this ordinance. In the event that the owner or occupant, or user, a person with authority,

or mortgage holder refuses entry, an inspection warrant under Sec. 66.0119 Wisconsin Statutes may be obtained.

- To order abatement or correction of any human health hazards.
- When a violation exists, the health department issues orders to abate the violation in 30 days (or less depending on the severity of the violation). If the person does not comply, legal action is sought.
- Forfeiture for violation of the ordinance is not less than \$100 and not more than \$1000 for each violation and each day the violation exists constitutes a separate offense (so this can be a daily fine).

In Chapter DHS 140, a similar definition of human health hazard is used as is in our local ordinance. I will note that the local ordinances in Adams and Juneau Counties mirror our ordinance. This administrative rule also indicates that, pursuant to 251.06(3)(f) Statutes, the local health officer shall investigate and supervise the sanitary conditions of all premises within the local health department jurisdiction. This rule also references 254 regarding abatement and removal of human health hazards.

Chapter 254 provides the broadest authority specific to human health hazards. There is language regarding health risk assessments and the State has the authority to conduct those. As a side note, we did submit a request to DHS to conduct a health risk assessment in Saratoga, however that has not been done and likely won't be.

254.59 is where the majority of the language granting our authority comes from and we incorporated much of that language in our local Ordinance #301. I don't want to repeat the authority listed above in 301. In summary, this Statute grants the health department authority to enter onto private premises and order abatement of human health hazards. If the owner does not comply, we can abate the human health hazard ourselves or via a contract and charge the owner for the cost of that abatement. If they refuse to pay, we can collect the dollars via the tax roll.

In summary, current Statutes, Rules and Ordinances allow us to enter onto private property to assess sanitary conditions with or without a complaint, order abatement/removal of human health hazards, administer fines, have the hazard abated or removed at the owner's expense.

These authorities are not intended, however, to stop agricultural operations occurring on private property. Farmers do have a right to farm. The reality is they cannot go without either manure or fertilizers/pesticides to get crops to grow to a marketable level. Our ordinance language allows us to deal with a special circumstances, such as a spill or dumping things in backyards by writing orders to protect ground/surface water and require immediate cleanup.

Attachments: Chapter 254 Wisconsin Statutes
Chapter DHS 140 Administrative Rule
Ordinance #301

CHAPTER 254

ENVIRONMENTAL HEALTH

SUBCHAPTER I GENERAL PROVISIONS		RECREATIONAL SANITATION	
254.01	Definitions.	254.46	Benches.
254.015	Departmental power; designation.	254.47	Recreational permits and fees.
254.02	Health risk assessments.	SUBCHAPTER V ANIMAL-BORNE AND VECTOR-BORNE DISEASE CONTROL	
254.04	Authority of department of safety and professional services.	254.50	Definition.
254.05	Joint employment.	254.51	Powers and duties.
		254.52	Lyme disease; treatment, information and research.
SUBCHAPTER II TOXIC SUBSTANCES		SUBCHAPTER VI HUMAN HEALTH HAZARDS	
254.11	Definitions.	254.55	Definitions.
254.115	Denial, nonrenewal and revocation of certification and permit based on delinquent taxes or unemployment insurance contributions.	254.56	Public places.
254.12	Use or sale of lead-bearing paints.	254.57	Smoke.
254.13	Reporting requirements.	254.58	Powers of villages, cities and towns.
254.15	Departmental duties.	254.59	Human health hazards.
254.151	Lead poisoning or lead exposure prevention grants.	254.593	Authority of the department and local health departments.
254.152	Delegation to local health departments.	254.595	Property violating codes or health orders.
254.154	Local authority.	SUBCHAPTER VII LODGING AND FOOD PROTECTION	
254.156	Definition of lead poisoning or lead exposure.	254.61	Definitions.
254.158	Screening recommendations.	254.62	Coordination; certification.
254.162	Screening requirements.	254.63	Motels.
254.164	Care for children with lead poisoning or lead exposure.	254.64	Permit.
254.166	Response to reports of lead poisoning or lead exposure.	254.65	Preinspection.
254.167	Conduct of lead investigation.	254.66	Average annual surveys.
254.168	Lead investigations of facilities serving children under 6 years of age.	254.67	Vending machine commissary outside the state.
254.172	Prevention and control of lead-bearing paint hazards in dwellings and premises.	254.68	Fees.
254.174	Technical advisory committees.	254.69	Agent status for local health departments.
254.176	Certification requirements.	254.70	Application.
254.178	Accreditation of lead training courses and approval of lead instructors.	254.71	Certificate of food protection practices.
254.179	Rules for dwellings and premises.	254.715	Restaurants serving fish.
254.18	Lead hazard reduction in dwellings and premises.	254.72	Health and safety; standard.
254.181	Certificate of lead-free status and certificate of lead-safe status; fees and notification.	254.73	Hotel safety.
254.182	Repayment to general fund.	254.74	Powers of the department and local health departments.
254.19	Asbestos testing fees.	254.76	Causing fires by tobacco smoking.
254.20	Asbestos abatement certification.	254.78	Authority of department of safety and professional services.
254.21	Asbestos management.	254.79	Joint employment.
254.22	Indoor air quality.	254.80	Hotelkeeper's liability.
254.30	Enforcement; penalties.	254.81	Hotelkeeper's liability for baggage; limitation.
SUBCHAPTER III RADIATION PROTECTION		254.82	Liability of hotelkeeper for loss of property by fire or theft; owner's risk.
254.31	Definitions.	254.83	Hotel rates posted; rate charges; special rates.
254.33	Public policy.	254.84	Motel rates.
254.335	Agreements with the U.S. nuclear regulatory commission transition.	254.85	Enforcement.
254.34	Powers and duties.	254.86	Suspension or revocation of permit.
254.35	Registration of ionizing radiation installations.	254.87	Court review.
254.365	Licensing of radioactive material.	254.88	Penalty.
254.37	Enforcement.	SUBCHAPTER IX SALE OR GIFT OF CIGARETTES OR TOBACCO PRODUCTS TO MINORS	
254.38	Emergency authority.	254.911	Definitions.
254.39	Exceptions.	254.916	Investigations.
254.41	Radiation monitoring of nuclear power plants.	254.92	Purchase or possession of cigarettes or tobacco products by person under 18 prohibited.
254.45	Penalties.		
SUBCHAPTER IV			

Cross-reference: See definitions in s. 250.01.

SUBCHAPTER I

GENERAL PROVISIONS

254.01 Definitions. In this chapter:

(1) "Environmental health" means the assessment, management, control and prevention of environmental factors that may adversely affect the health, comfort, safety or well-being of individuals.

(2) "Human health hazard" means a substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or otherwise injuriously to affect the health of the public.

History: 1993 a. 27; 2007 a. 130.

254.015 Departmental power; designation. The department may designate a local health department to carry out a function of the department under this chapter.

History: 1993 a. 27.

254.02 Health risk assessments. (1) In this section:

(a) "Adverse health effect" means a condition that results in human morbidity, mortality, impaired reproductive function or toxicity or teratogenic, carcinogenic or mutagenic effects.

(b) "Health risk assessment" means the determination of the relationship between the magnitude of exposure to environmental hazards and the probability of occurrence of adverse health effects.

(2) The department is the lead state agency for health risk assessment.

(3) (a) The department of agriculture, trade and consumer protection, the department of corrections, the department of safety

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and professional services, and the department of natural resources shall enter into memoranda of understanding with the department to establish protocols for the department to review proposed rules of those state agencies relating to air and water quality, occupational health and safety, institutional sanitation, toxic substances, indoor air quality, or waste handling and disposal.

NOTE: Par. (a) is shown as amended eff. 7-1-16 by 2015 Wis. Act 55. Prior to 7-1-16 it reads:

(a) The department of agriculture, trade and consumer protection, the department of corrections, the department of safety and professional services, and the department of natural resources shall enter into memoranda of understanding with the department to establish protocols for the department to review proposed rules of those state agencies relating to air and water quality, occupational health and safety, institutional sanitation, toxic substances, indoor air quality, food protection or waste handling and disposal.

(b) The department shall review proposed rules in the areas under par. (a) and make recommendations to the appropriate state agency if public health would be adversely impacted or if prevention of human health hazards or disease is not adequately addressed by the proposed rules. The department shall make recommendations for enforcement standards to address public health concerns of the proposed rules.

(4) The department and the state laboratory of hygiene shall enter into a memorandum of understanding that delineates the public health testing and consultative support that the state laboratory of hygiene shall provide to local health departments.

(5) The department shall assess the acute or chronic health effect from occupational or environmental human health hazards exposure as follows:

(a) The chief medical officer for environmental health shall establish a system for assessment, collection and surveillance of disease outcome and toxic exposure data.

(b) State agencies and local health departments shall report known incidents of environmental contamination to the department. The department shall investigate human health implications of an incident and determine the need to perform a health risk assessment. The department may require the party that is responsible for an incident to perform a health risk assessment.

(6) State agencies that require health risk assessments as part of their permit issuance or regulatory responsibilities shall enter into a memorandum of understanding with the department that permits the state health officer to establish a risk management protocol to review and make recommendations on the completeness of the health risk assessments.

History: 1993 a. 27; 1995 a. 27 ss. 6327, 9116 (5); 2011 a. 32; 2015 a. 55.

254.04 Authority of department of safety and professional services. Nothing in this chapter affects the authority of the department of safety and professional services relative to places of employment, elevators, boilers, fire escapes, fire protection, or the construction of public buildings.

NOTE: This section is shown as renumbered from s. 254.78 and amended eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.60; 1993 a. 27 s. 81; Stats. 1993 s. 254.78; 1995 a. 27 ss. 6344, 9116 (5); 2011 a. 32; 2015 a. 55 s. 4093; Stats. 2015 s. 254.04.

254.05 Joint employment. The department and the department of safety and professional services may employ experts, inspectors or other assistants jointly.

NOTE: This section is shown as renumbered from s. 254.79 eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.61; 1993 a. 27 s. 82; Stats. 1993 s. 254.79; 1995 a. 27 ss. 6345, 9116 (5); 2011 a. 32; 2015 a. 55 s. 4094; Stats. 2015 s. 254.05.

SUBCHAPTER II

TOXIC SUBSTANCES

254.11 Definitions. In this subchapter:

2013–14 Wisconsin Statutes updated through 2015 Wis. Act 392 and all Supreme Court Orders entered before April 21, 2016. Published and certified under s. 35.18. Changes effective after April 21, 2016 are designated by NOTES. (Published 4-29-16)

(1) "Asbestos" means chrysotile, crocidolite, amosite, fibrous tremolite, fibrous actinolite or fibrous anthophyllite.

(2) "Asbestos abatement activity" means any activity which disturbs asbestos-containing material, including but not limited to the repair, enclosure, encapsulation or removal of asbestos-containing material and the renovation or demolition of any part of a structure.

(3) "Asbestos-containing material" means asbestos or any material or product which contains more than one percent of asbestos.

(4) "Asbestos management activity" means an inspection for asbestos-containing material, the design of an asbestos response action or the development of an asbestos management plan.

(4g) "Certificate of lead-free status" means a certificate issued by a certified lead risk assessor or other person certified under s. 254.176 that documents a finding by the assessor that a premises, dwelling or unit of a dwelling is free of lead-bearing paint as of the date specified on the certificate.

(4h) "Certificate of lead-safe status" means a certificate issued by a certified lead risk assessor or other person certified under s. 254.176 that documents that the assessor detected no lead-bearing paint hazards affecting the premises, dwelling or unit of the dwelling on the date specified on the certificate.

(5) "Dwelling" means any structure, all or part of which is designed or used for human habitation.

(5m) "Elevated blood lead level" means a level of lead in blood that is any of the following:

(a) Twenty or more micrograms per 100 milliliters of blood, as confirmed by one venous blood test.

(b) Fifteen or more micrograms per 100 milliliters of blood, as confirmed by 2 venous blood tests that are performed at least 90 days apart.

(6) "Fibrous" means having parallel sides and a length which is at least 3 times the diameter and which results in an aspect ratio of 3 to one or more.

(7) "Hematofluorometer" means an instrument used in identification of minute amounts of a substance in human blood by detection and measurement of the characteristic wavelength of the light emitted by the substance during fluorescence.

(7g) "Imminent lead hazard" means a lead hazard that, if allowed to continue, will place a child under 6 years of age at risk of developing lead poisoning or lead exposure, as determined by the department or other state agency, a local health department or a federal agency.

(7r) "Interim control activity" means any set of measures designed to temporarily reduce human exposure or likely exposure to a lead hazard, including specialized cleaning, repair, maintenance, painting, temporary containment and ongoing monitoring of lead hazards or potential lead hazards.

(8) "Lead-bearing paint" means any paint or other surface coating material containing more than 0.06% lead by weight, calculated as lead metal, in the total nonvolatile content of liquid paint, more than 0.5 percent lead by weight in the dried film of applied paint, or more than 1 milligram of lead per square centimeter in the dried film of applied paint.

(8d) "Lead-bearing paint hazard" has the meaning specified by rule by the department.

(8g) "Lead hazard" means any substance, surface or object that contains lead and that, due to its condition, location or nature, may contribute to the lead poisoning or lead exposure of a child under 6 years of age.

(8j) "Lead hazard abatement" means any set of measures designed to permanently eliminate a lead hazard, including all of the following:

(a) The removal of lead-bearing paint and lead-contaminated dust, the permanent containment or encapsulation of lead-bearing paint, the replacement of surfaces or fixtures painted with lead-

bearing paint, and the removal or covering of lead-contaminated soil.

(b) All preparation, clean-up, disposal and postabatement clearance testing activities associated with the measures under par. (a).

(8n) "Lead hazard reduction" means actions designed to reduce human exposure to lead hazards, including lead hazard abatement and interim control activities involving lead-bearing paint or lead-contaminated dust or soil or clearance activities that determine whether an environment contains a lead hazard.

(8s) "Lead investigation" means a measure or set of measures designed to identify the presence of lead or lead hazards, including examination of painted or varnished surfaces, paint, dust, water and other environmental media.

(8u) "Lead management activity" means a lead investigation or the design or management of lead hazard reduction.

(9) "Lead poisoning or lead exposure" means a level of lead in the blood of 10 or more micrograms per 100 milliliters of blood.

(9g) "Lead risk assessor" has the meaning specified by rule by the department.

(9r) "Occupant" means a person who leases or lawfully resides in a dwelling or premises.

(10) "Owner" means a person who has legal title to any dwelling or premises.

(10m) "Premises" means any of the following:

(a) An educational or child care facility, including attached structures and the real property upon which the facility stands, that provides services to children under 6 years of age.

(b) Other classes of buildings and facilities, including attached structures and real property upon which the buildings or facilities stand, that the department determines by rule to pose a significant risk of contributing to the lead poisoning or lead exposure of children under 6 years of age.

(11) "Public employee" has the meaning given under s. 101.055 (2) (b).

(12) "School" means any local education agency, as defined in 20 USC 3381, the owner of any nonpublic, nonprofit elementary or secondary school building or any governing authority of any school operated under 20 USC 921 to 932.

(13) "Third-party payer" means a disability insurance policy that is required to provide coverage for a blood lead test under s. 632.895 (10) (a); a health maintenance organization or preferred provider plan under ch. 609; a health care coverage plan offered by the state under s. 40.51 (6); a self-insured health plan offered by a city or village under s. 66.0137 (4), a local governmental unit or technical college district under s. 66.0137 (4m), a town under s. 60.23 (25), a county under s. 59.52 (11) (c), or a school district under s. 120.13 (2) (b); or a health care plan operated by a cooperative association organized under s. 185.981.

History: 1993 a. 27 s. 190, 191, 192, 425, 427 to 430; 1993 a. 183; 1993 a. 450 ss. 15 to 19, 25 to 34; 1995 a. 417; 1999 a. 113; 1999 a. 150 s. 672; 2001 a. 16; 2007 a. 91; 2009 a. 165; 2015 a. 55.

254.115 Denial, nonrenewal and revocation of certification and permit based on delinquent taxes or unemployment insurance contributions. (1) Except as provided in sub. (1m), the department shall require each applicant to provide the department with the applicant's social security number; if the applicant is an individual, or the applicant's federal employer identification number, if the applicant is not an individual, as a condition of issuing or renewing any of the following:

(a) Certification under s. 254.176.

(b) A certification card under s. 254.20 (3) or (4).

(c) A permit for operation of a campground under s. 254.47 (1) or (2m).

NOTE: Par. (c) is repealed eff. 7-1-16 by 2015 Wis. Act 55.

(1m) If an individual who applies for or to renew a certification, certification card or permit under sub. (1) does not have a social security number, the individual, as a condition of obtaining the certification, certification card or permit, shall submit a statement made or subscribed under oath or affirmation to the department that the applicant does not have a social security number. The form of the statement shall be prescribed by the department of children and families. A certification, certification card or permit issued or renewed in reliance upon a false statement submitted under this subsection is invalid.

(2) The department may not disclose any information received under sub. (1) to any person except to the department of revenue for the sole purpose of requesting certifications under s. 73.0301 and to the department of workforce development for the sole purpose of requesting certifications under s. 108.227.

(3) Except as provided in sub. (1m), the department shall deny an application for the issuance or renewal of a certification, certification card or permit specified in sub. (1) if the applicant does not provide the information specified in sub. (1).

(4) The department shall deny an application for the issuance or renewal of a certification, certification card or permit specified in sub. (1), or shall revoke the certification, certification card or permit specified in sub. (1), if the department of revenue certifies under s. 73.0301 that the applicant for or holder of the certification, certification card or permit is liable for delinquent taxes.

(5) The department shall deny an application for the issuance or renewal of a certification, certification card or permit specified in sub. (1), or shall revoke the certification, certification card or permit specified in sub. (1), if the department of workforce development certifies under s. 108.227 that the applicant for or holder of the certification, certification card or permit is liable for delinquent unemployment insurance contributions.

History: 1997 a. 237; 1999 a. 9; 2007 a. 20; 2013 a. 36; 2015 a. 55.

254.12 Use or sale of lead-bearing paints. (1) No person may apply lead-bearing paints:

(a) To any exposed surface on the inside of a dwelling;

(b) To the exposed surface of a structure used for the care of children; or

(c) To any fixture or other object placed in or upon any exposed surface of a dwelling and ordinarily accessible to children.

(2) No person may sell or transfer any fixture or other object intended to be placed upon any surface on the inside of a dwelling, containing a lead-bearing paint and ordinarily accessible to children.

History: 1979 a. 221; 1993 a. 16; 1993 a. 27 s. 431; Stats. 1993 s. 254.12; 1993 a. 450.

254.13 Reporting requirements. (1) Every physician who diagnoses lead poisoning or lead exposure, or any nurse, hospital administrator, director of a clinical laboratory or local health officer who has verified information of the existence of any person found or suspected to have lead poisoning or lead exposure, shall report to the department or to the local health officer of the region in which the person resides within 48 hours after verifying this information. The local health officer shall report to the department the name, address, laboratory results, date of birth and any other information about the person that the department considers essential. Any physician, nurse, hospital administrator, director of a clinical laboratory, local health officer or allied health professional making such a report in good faith shall be immune from any civil or criminal liability that otherwise might be incurred from making the report.

(2) A person who screens a child under 6 years of age for lead poisoning or lead exposure under this subchapter, or any rule promulgated under this subchapter, shall report the results of the screening to the department within the time period for reporting by rule. The department shall promulgate rules specifying the

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form of the reports required under this subsection. A person making a report under this subsection in good faith is immune from civil or criminal liability that might otherwise be incurred from making the report.

History: 1979 c. 221; 1989 n. 31; 1993 n. 27 s. 432; Stats. 1993 s. 254.13; 1993 n. 450.

Cross-reference: See also ch. DHS 181, Wis. adm. code.

254.15 Departmental duties. The department shall:

(1) Develop and implement a comprehensive statewide lead poisoning or lead exposure prevention and treatment program that includes lead poisoning or lead exposure prevention grants under s. 254.151; any childhood lead poisoning screening requirement under rules promulgated under ss. 254.158 and 254.162; any requirements regarding care coordination and follow-up for children with lead poisoning or lead exposure required under rules promulgated under s. 254.164; responses to reports of lead poisoning or lead exposure under s. 254.166; any lead investigation requirements under rules promulgated under ss. 254.167 and 254.168; any lead hazard reduction requirements under rules promulgated under s. 254.172; certification, accreditation and approval requirements under ss. 254.176 and 254.178; any certification requirements and procedures under rules promulgated under s. 254.179; and any fees imposed under s. 254.181.

(2) Provide laboratory testing of biological and environmental lead specimens for lead content to any physician, hospital, clinic, municipality or private organization that cannot secure or provide testing through other sources. The department may not assume responsibility for blood lead analysis required in programs in operation on April 30, 1980.

(3) Develop or encourage the development of appropriate programs and studies to identify sources of lead poisoning or lead exposure, and assist other entities in the identification of lead in children's blood and of the sources of the lead poisoning or lead exposure.

(4) Provide technical assistance and consultation to local, county or regional governmental or private agencies to promote and develop lead poisoning or lead exposure prevention programs that afford opportunities for employing residents of communities and neighborhoods affected by lead poisoning or lead exposure from lead-bearing paint, and that provide appropriate training, education and information to inform these residents of the opportunities for employment.

(5) Provide recommendations for the identification and treatment of lead poisoning or lead exposure.

(6) Develop educational programs to communicate to parents, educators and officials of local boards of health the health danger of lead poisoning or lead exposure from lead-bearing paint among children.

History: 1979 c. 221; 1987 n. 399; 1989 n. 31; 1991 n. 39; 1993 n. 16; 1993 n. 27 ss. 434, 435; Stats. 1993 s. 254.15; 1993 n. 183; 1993 n. 450 ss. 21, 43; 1999 n. 113, 186; 2005 n. 25; 2007 n. 91.

254.151 Lead poisoning or lead exposure prevention grants. From the appropriation account under s. 20.435 (1) (cf), the department shall award the following grants under criteria that the department shall establish in rules promulgated under this section:

(1) To fund educational programs about the dangers of lead poisoning or lead exposure.

(2) To fund lead poisoning or lead exposure screening, care coordination and follow-up services, including lead investigations, to children under age 6 who are not covered by a 3rd-party payer.

(3) To fund administration or enforcement of responsibilities delegated under s. 254.152.

(4) To fund other activities related to lead poisoning or lead exposure.

(5) To fund any combination of the purposes under subs. (1) to (4).

(6) To develop and implement outreach and education programs for health care providers to inform them of the need for lead poisoning or lead exposure screening and of the requirements of this subchapter relating to lead poisoning or lead exposure.

(7) In each fiscal year, \$125,000 to fund lead screening and outreach activities at a community-based human service agency that provides primary health care, health education and social services to low-income individuals in 1st class cities.

History: 1993 n. 450; 1995 n. 27; 1997 n. 27; 2007 n. 91; 2009 n. 28.

Cross-reference: See also ch. DHS 182, Wis. adm. code.

254.152 Delegation to local health departments.

Except with respect to the department's authority to promulgate rules under this chapter, the department may designate local health departments as its agents in administering and enforcing ss. 254.11 to 254.178 and any rules promulgated under those sections. The department may not designate a local health department as its agent unless the department provides a grant that the department determines to be sufficient for the local health department to carry out any responsibilities as an agent designated under this section.

History: 1993 n. 450.

254.154 Local authority. This subchapter does not prohibit any city, village, town or other political subdivision from enacting and enforcing ordinances establishing a system of lead poisoning or lead exposure control that provides the same or higher standards than those set forth in this subchapter. Nothing in this subchapter may be interpreted or applied in any manner to impair the right of any person, entity, municipality or other political subdivision to sue for damages or equitable relief. Nothing in this subchapter may be interpreted or applied in any manner to impair the right of a municipality or other political subdivision to impose a penalty for or restrain the violation of an ordinance specified in this section.

History: 1979 c. 221; 1989 n. 31; 1993 n. 27 s. 436; Stats. 1993 s. 254.16; 1993 n. 450 s. 48; Stats. 1993 s. 254.154; 1999 n. 113.

254.156 Definition of lead poisoning or lead exposure.

Notwithstanding s. 254.11 (intro.) and (9), whenever the centers for disease control and prevention of the federal department of health and human services specifies a standard for the determination of lead poisoning or lead exposure that differs from that specified in s. 254.11 (9), the department shall promulgate a rule defining "lead poisoning or lead exposure" to correspond to the specification of the centers for disease control and prevention. Rules promulgated under this section supersede s. 254.11 (9) with respect to the requirements of this subchapter.

History: 1993 n. 450; 2015 n. 55.

254.158 Screening recommendations. The department may promulgate rules specifying recommended lead poisoning or lead exposure screening methods and intervals for children under 6 years of age. Any rules promulgated under this section:

(1) Shall meet any federal requirements for the screening of children under 6 years of age.

(1m) May include an appropriate questionnaire regarding potential exposure to lead and products containing lead.

(2) Shall permit at least the following persons to provide screening services:

(a) A person licensed to practice medicine or osteopathy under ch. 448.

(b) A nurse registered, permitted or licensed under ch. 441.

(c) A public health nurse under s. 250.06 (1).

(3) Shall exempt a child from the lead screening recommendations if the child's parent, guardian or legal custodian signs a written waiver objecting to the lead poisoning screening for reasons of health, religion or personal conviction.

(4) Shall exempt a child from the lead poisoning screening recommendations if the child's parent, guardian or legal custodian presents written evidence of a lead screening that was conducted

within the previous 6 months, or other time period specified by the department by rule, and that was conducted in accordance with the laws or rules of another state whose laws or rules the department determines to be at least as stringent as the screening methods and intervals recommended under this section.

History: 1993 a. 450.

254.162 Screening requirements. (1) INSTITUTIONS AND PROGRAMS PROVIDING SERVICES TO CHILDREN UNDER 6 YEARS OF AGE. The department may promulgate rules requiring the following institutions and programs to obtain written evidence that each child under 6 years of age participating in the institution or program has obtained a lead screening, or is exempt from obtaining one, under the recommended lead screening levels and intervals contained in the rules promulgated by the department under s. 254.158, within the time periods specified by the department:

(a) Multidisciplinary evaluations for early intervention under s. 51.44.

(b) Head start programs administered by a head start agency under 42 USC 9836.

(c) Child care providers certified under s. 48.651 and child care centers licensed under s. 48.65, provisionally licensed under s. 48.69, or established or contracted for under s. 120.13 (14).

(d) School-based programs serving children under 6 years of age, including kindergartens, special education and related services for children with disabilities, as defined in s. 115.76 (5), and other early childhood programs.

(e) Health care programs that provide services to children under 6 years of age and that receive state funding.

(f) Other institutions or programs that provide services to children under 6 years of age.

(2) INFORMATION REQUIREMENT. If a program or institution is required to request written evidence of a lead screening under rules promulgated under sub. (1), the institution or program shall, at the time that it makes the request, inform the parent, guardian or legal custodian of the child in writing, in a manner that is prescribed by the department by rule, of the importance of lead screening, of how and where the lead screening may be obtained, and of the conditions under which a child is exempt from the recommended lead screening requirements under the department's rules.

History: 1993 a. 450; 1997 a. 164; 2009 a. 185.

254.164 Care for children with lead poisoning or lead exposure. The department may promulgate rules establishing standards for the care coordination and follow-up of children under 6 years of age with lead poisoning or lead exposure. Any rules promulgated under this section shall meet any federal requirements for the care coordination and follow-up of children under 6 years of age with elevated blood lead levels. Rules promulgated under this subsection may specify different care coordination and follow-up requirements based on different blood lead levels and may, where appropriate, require that the care coordination and follow-up include any of the following:

(1) Physical, developmental and nutritional assessment.

(2) Parent education.

(3) Medical evaluation.

(4) A lead investigation of all or part of the child's dwelling or other dwellings or premises that may have contributed to the child's lead poisoning or lead exposure.

(5) Assistance in developing a plan for lead hazard reduction or other actions needed to reduce exposure to lead and the consequences of such exposure.

(6) Where necessary, assistance in obtaining permanent or temporary lead-safe housing.

(7) Nutritional supplements.

(8) Follow-up services, including monitoring the provision of services to the child.

History: 1993 a. 450; 2007 a. 91.

254.166 Response to reports of lead poisoning or lead exposure. (1) The department may, after being notified that an occupant of a dwelling or premises who is under 6 years of age has blood lead poisoning or lead exposure, present official credentials to the owner or occupant of the dwelling or premises, or to a representative of the owner, and request admission to conduct a lead investigation of the dwelling or premises. If the department is notified that an occupant of a dwelling or premises who is a child under 6 years of age has an elevated blood lead level, the department shall conduct a lead investigation of the dwelling or premises or ensure that a lead investigation of the dwelling or premises is conducted. The lead investigation shall be conducted during business hours, unless the owner or occupant of the dwelling or premises consents to an investigation during nonbusiness hours or unless the department determines that the dwelling or premises presents an imminent lead hazard. The department shall use reasonable efforts to provide prior notice of the lead investigation to the owner of the dwelling or premises. The department may remove samples or objects necessary for laboratory analysis to determine the presence of a lead hazard in the dwelling or premises. The department shall prepare and file written reports of all lead investigations conducted under this section and shall make the contents of these reports available for inspection by the public, except for medical information, which may be disclosed only to the extent that patient health care records may be disclosed under ss. 146.82 to 146.835. If the owner or occupant refuses admission, the department may seek a warrant to investigate the dwelling or premises. The warrant shall advise the owner or occupant of the scope of the lead investigation.

(2) If the department determines that a lead hazard is present in any dwelling or premises, the department may do any of the following:

(a) Cause to be posted in a conspicuous place upon the dwelling or premises a notice of the presence of a lead hazard.

(b) Inform the local health officer of the results of the lead investigation and provide recommendations to reduce or eliminate the lead hazard.

(c) Notify the occupant of the dwelling or premises or the occupant's representative of all of the following:

1. That a lead hazard is present on or in the dwelling or premises.

2. The results of any lead investigations conducted on or in the dwelling or premises.

3. Any actions taken to reduce or eliminate the lead hazard.

(d) Notify the owner of the dwelling or premises of the presence of a lead hazard.

(2m) If the department determines that a lead hazard is present in any dwelling or premises, the local health department shall and the department may issue an order that requires reduction or elimination of an imminent lead hazard within 5 days after the order's issuance and reduction or elimination of other lead hazards within 30 days after the order's issuance, except that, for orders that are issued between October 1 and May 1 and that relate only to exterior lead hazards that are not imminent lead hazards, the order may require elimination or reduction of the lead hazard no earlier than the June 1 immediately following the order's issuance. If the agency that issued the order determines that the owner has good cause for not complying with the order within the 5-day or 30-day time period, the agency may extend the time period within which the owner is required to comply with the order. The failure to comply with an order within the time prescribed or as extended shall be prima facie evidence of negligence in any action brought to recover damages for injuries incurred after the time period expires. If an order to conduct lead hazard reduction is issued by the department or by a local health department and if the owner of the dwelling or premises complies with that order, there is a rebuttable presumption that the owner of the dwelling or premises has exercised reasonable care with respect to lead poisoning or lead exposure caused, after the order has been complied with, by lead

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hazards covered by the order, except that with respect to interim control activities the rebuttable presumption continues only for the period for which the interim control activity is reasonably expected to reduce or eliminate the lead hazard.

(2r) The department may conduct or require a certified lead risk assessor or other person certified under s. 254.176 to conduct a lead investigation, a check of work completed, and dust tests for the presence of hazardous levels of lead to ensure compliance with an order issued under sub. (2m).

(4) The department shall give priority to eliminating lead hazards from dwellings in which children under 6 years of age with diagnosed lead poisoning or lead exposure reside.

History: 1979 c. 221; 1989 n. 31; 1993 a. 27 s. 433; Stats. 1993 s. 254.14; 1993 a. 450 ss. 39 to 41; Stats. 1993 s. 254.166; 1999 n. 113; 2005 a. 25; 2007 a. 91.

254.167 Conduct of lead investigation. Subject to the limitation under s. 254.174, the department may promulgate rules establishing procedures for conducting lead investigations of dwellings and premises. The rules promulgated under this section may include the following:

(1) Specific procedures for investigating, testing or sampling painted, varnished or other finished surfaces, drinking water, household dust, soil and other materials that may contain lead.

(2) Specific procedures for the notification of owners, operators, occupants or prospective occupants, mortgagees and lienholders of lead levels identified during a lead investigation and of any health risks that are associated with the lead level and condition of the lead found during the lead investigation.

(3) The form of lead investigation reports, the requirements for filing the reports with the department and the procedures by which members of the public may obtain copies of lead investigation reports.

(4) Requirements for the posting of warnings, where appropriate, of the presence of a lead hazard.

History: 1993 a. 450; 1999 n. 113.

Cross-reference: See also ch. DHS 163, Wis. adm. code.

254.168 Lead investigations of facilities serving children under 6 years of age. Subject to the limitation under s. 254.174, the department may promulgate rules that require any of the following facilities to have periodic lead investigations at intervals determined by the department or to otherwise demonstrate that the facility does not contain a lead hazard, if any part of the facility was constructed before January 1, 1978:

(1) A foster home licensed under s. 48.62.

(2) A group home licensed under s. 48.625.

(3) A shelter care facility under s. 48.66.

(4) A child care provider certified under s. 48.651.

(5) A child care center licensed under s. 48.65, provisionally licensed under s. 48.69, or established or contracted for under s. 120.13 (14).

(6) A private or public nursery school or kindergarten.

(7) Any other facility serving children under 6 years of age that presents a risk for causing lead poisoning or lead exposure in children.

History: 1993 a. 450; 2007 a. 91; 2009 n. 185.

254.172 Prevention and control of lead-bearing paint hazards in dwellings and premises. (1) Subject to the limitation under s. 254.174, the department may promulgate rules governing lead hazard reduction that the department determines are consistent with federal law.

(2) If a certified lead risk assessor or other person certified under s. 254.176 conducts a lead investigation of a dwelling or premises, he or she shall conduct the lead investigation and issue a report in accordance with any rules promulgated under s. 254.167. If the report indicates that the dwelling or premises meets criteria under s. 254.179 (1) (a) for issuance of a certificate of lead-free or of a certificate of lead-safe status, the lead risk

assessor or other person shall issue the appropriate certificate, subject to s. 254.181.

History: 1993 a. 450; 1999 n. 113, 186.

Cross-reference: See also ch. DHS 163, Wis. adm. code.

254.174 Technical advisory committees. Before the department may promulgate rules under s. 254.167, 254.168, 254.172 or 254.179, the department shall appoint a technical advisory committee under s. 227.13 and shall consult with the technical advisory committee on the proposed rules. Any technical advisory committee required under this section shall include representatives from local health departments that administer local lead programs, representatives from the housing industry, persons certified under s. 254.176, representatives from the medical or public health professions, advocates for persons at risk of lead poisoning and a resident of a 1st class city. Any technical advisory committee required under this section before promulgating rules under s. 254.168 shall also include representatives of facilities serving children under 6 years of age.

History: 1993 a. 450; 1999 n. 113.

254.176 Certification requirements. (1) Except as provided in sub. (2) and s. 250.041, and subject to sub. (3m) and s. 254.115, the department may establish by rule certification requirements for any person who performs lead hazard reduction or a lead management activity or who supervises the performance of any lead hazard reduction or lead management activity.

(2) No certification is required under this section for lead hazard reduction conducted by any of the following persons, unless the lead hazard reduction is being done to comply with an order by the department or another state or local agency that requires the use of persons certified under this section:

(a) A person whose activities are limited to interim control activities, unless the activities are directly funded by a grant from the federal department of housing and urban development.

(b) A person whose activities do not involve lead-bearing paint or lead-contaminated soil or dust.

(c) A homeowner who engages in lead hazard reduction only in or on his or her own nonrental residential dwelling or real property.

(d) A person licensed, certified or registered under ch. 145 who engages in activities that constitute lead hazard reduction, only to the extent that these activities are within the scope of his or her license, certification or registration.

(e) A person who engages in the business of installing or servicing heating, ventilating or air conditioning equipment if the person is registered with the department of safety and professional services and if the person engages in activities that constitute lead hazard reduction, only to the extent that the activities are within the scope of his or her registration.

(3) Except as provided in s. 250.041 and subject to sub. (3m) and s. 254.115, the department may promulgate rules establishing certification requirements for persons required to be certified under this section. Any rules promulgated under this section:

(a) Shall include requirements and procedures for issuing, renewing, revoking and suspending under this section certifications issued under this section.

(c) Shall require completion of an appropriate training course accredited under s. 254.178 or of a training course determined by the department to be comparable to the appropriate training course under s. 254.178.

(d) May provide for requirements other than training as a condition for full certification.

(e) Shall specify fees for certifying persons under this section, except that no fee may be imposed on any person employed by the state or by any political subdivision of the state for a certification required to perform duties within the scope of the employment or on an individual who is eligible for the veterans fee waiver program under s. 45.44.

(f) Shall require the issuance of a photo identification card to each person certified under this section.

(3m) Any relevant education, training, instruction, or other experience that an applicant has obtained in connection with military service, as defined in s. 111.32 (12g), counts toward satisfying the requirements for education, training, instruction, or other experience for certification under this section if the applicant demonstrates to the satisfaction of the department that the education, training, instruction, or other experience that the applicant obtained in connection with his or her military service is substantially equivalent to the education, training, instruction, or other experience that is required to be certified under this section.

(4) The department shall maintain lists of all persons who are certified under this section and shall make the lists available to the public. The department may charge a fee for lists provided under this subsection to cover the department's costs in providing the lists.

(5) After notice and opportunity for hearing, the department may revoke, suspend, deny or refuse to renew any certification issued under this section in accordance with the procedures set forth in ch. 227, except that if a revocation, denial, or nonrenewal is based on tax delinquency under s. 73.0301 or unemployment insurance contribution delinquency under s. 108.227, the only hearing rights available are those set forth in s. 73.0301 (5) or 108.227 (5), whichever is applicable.

History: 1993 a. 450; 1995 n. 27 ss. 6330, 9116 (5); 1997 a. 191, 237; 1999 a. 113; 2011 n. 32, 120, 209; 2013 a. 36.

Cross-reference: See also ch. DHS 163, Wis. adm. code.

254.178 Accreditation of lead training courses and approval of lead instructors. (1) (a) No person may advertise or conduct a training course in lead hazard reduction, or in a lead management activity, that is represented as qualifying persons for certification under s. 254.176 unless the course is accredited by the department under this section.

(b) Except as provided in s. 250.041, no person may function as an instructor of a lead training course accredited under this section unless the person is approved by the department under this section.

(2) The department shall promulgate rules establishing requirements, except as provided in sub. (2m) and s. 250.041, for accreditation of lead training courses and approval of lead instructors. These rules:

(a) Except as provided in s. 250.041, shall include requirements and procedures for granting, renewing, revoking and suspending under this section lead training course accreditations and lead instructor approvals.

(c) May provide for full or contingent accreditation or approval.

(d) Shall specify fees for accrediting lead training courses and approving lead instructors, except that no fee may be imposed on an individual who is eligible for the veterans fee waiver program under s. 45.44.

(2m) Any relevant education, training, instruction, or other experience that an applicant has obtained in connection with military service, as defined in s. 111.32 (12g), counts toward satisfying the requirements for education, training, instruction, or other experience to function as an instructor of a lead training course accredited under this section if the applicant demonstrates to the satisfaction of the department that the education, training, instruction, or other experience that the applicant obtained in connection with his or her military service is substantially equivalent to the education, training, instruction, or other experience that is required to function as an instructor of a lead training course accredited under this section.

(3) The department shall maintain lists of all lead training courses accredited, and all lead instructors approved, under this section and shall make the lists available to the public. The depart-

ment may charge a fee for lists provided under this subsection to cover the department's costs in providing the lists.

(4) After notice and opportunity for hearing, the department may revoke, suspend, deny or refuse to renew under this section any accreditation or approval issued under this section in accordance with the procedures set forth in ch. 227.

History: 1993 a. 450; 1997 a. 191; 1999 a. 113; 2011 n. 120, 209.

Cross-reference: See also ch. DHS 163, Wis. adm. code.

254.179 Rules for dwellings and premises. (1) Subject to s. 254.174 and after review of ordinances of cities, towns and villages in this state, the department shall, by use of a research-based methodology, promulgate as rules all of the following:

(a) Except as provided in s. 254.18, the standards for a premises, dwelling or unit of a dwelling that must be met for issuance of a certificate of lead-free status or a certificate of lead-safe status to the owner of the premises, dwelling or unit of a dwelling, with the goal of long-term lead hazard reduction.

(b) The procedures by which a certificate of lead-free status or a certificate of lead-safe status may be issued or revoked.

(c) The period of validity of a certificate of lead-free status or a certificate of lead-safe status, including all of the following:

1. Authorization for the certificate of lead-free status to remain in effect unless revoked because of erroneous issuance or because the premises, dwelling or unit of the dwelling is not free of lead-bearing paint. The rules shall specify that the face of the certificate shall indicate that the certificate is valid unless revoked.

2. The standards limiting the length of validity of a certificate of lead-safe status, including the condition of a premises, dwelling, or unit of a dwelling, the type of lead hazard reduction activity that was performed, if any, and any other requirements that must be met to maintain certification, unless the certificate is earlier revoked because of erroneous issuance or because the premises, dwelling, or unit of the dwelling is not safe from lead-bearing paint hazards. The rules shall specify that the face of the certificate shall indicate the certificate's length of validity.

(d) A mechanism for creating a registry of all premises, dwellings or units of dwellings for which a certificate of lead-free status or a certificate of lead-safe status is issued.

(e) The requirements for a course of up to 16 hours that a property owner or his or her employee or agent may complete in order to receive certification of completion and the scope of the lead investigation and lead hazard reduction activities that the owner, employee or agent may perform following certification, to the extent consistent with federal law.

(2) By January 1, 2003, and every 2 years thereafter, the department shall review the rules under sub. (1) and shall promulgate changes to the rules if necessary in order to maintain consistency with federal law.

(3) Subject to s. 254.174, the department may promulgate rules that set forth safe work practices that shall be followed in the demolition of a building constructed before January 1, 1978, to avoid exposure by persons to lead hazards in the area of the demolition.

History: 1999 a. 113; 2005 a. 25, 254.

254.18 Lead hazard reduction in dwellings and premises; renovations. (1) Sampling or testing of dwellings, units of dwellings or premises for the presence of lead-bearing paint or a lead hazard is not required before lead hazard reduction activities are conducted if the presence of lead-bearing paint or a lead hazard is assumed and the lead hazard reduction activities are performed in a lead-safe manner.

(2) (a) In this subsection, "partial lead inspection" means an on-site investigation of one or more painted, varnished, or otherwise coated building components to determine the presence of lead, but not a surface-by-surface investigation.

(b) If the presence of lead-bearing paint or a lead hazard is assumed and a renovation of a dwelling, unit of a dwelling, or premises is performed in a lead-safe manner, any person who performs a partial lead inspection relating to that renovation is not required to comply with any requirements established by the department for a lead inspection.

(c) The person who performs a partial lead inspection under this subsection shall disclose, in writing, to the owner or lessor of the dwelling or premises that the person performed a partial lead inspection.

History: 1999 n. 113; 2015 n. 122.

254.181 Certificate of lead-free status and certificate of lead-safe status; fees and notification. (1) The department may impose a fee of \$50 for issuance of a certificate of lead-free status and a fee of \$25 for issuance of a certificate of lead-safe status. Fees under this section may not exceed actual costs of issuance and of s. 254.179. The department shall review the fees every 2 years and adjust the fees to reflect the actual costs.

(2) The department shall, at least quarterly, notify a local health department concerning issuance of certificates of lead-free status and certificates of lead-safe status in the area of jurisdiction of the local health department.

History: 1999 n. 113.

254.182 Repayment to general fund. The secretary of administration shall transfer from the appropriation account under s. 20.435 (1) (gm) to the general fund the amount of \$735,000 when the secretary of administration determines that program revenues from fees imposed under ss. 254.176 (3) (e) and (4), 254.178 (2) (d) and 254.181 are sufficient to make the transfer.

History: 1999 n. 113.

254.19 Asbestos testing fees. Notwithstanding s. 36.25 (11) (f), the state laboratory of hygiene board shall impose a fee sufficient to pay for any asbestos testing services which it provides.

History: 1987 n. 396; 1993 n. 27 s. 317; Stats. 1993 n. 254.19.

254.20 Asbestos abatement certification. (2) **CERTIFICATION REQUIREMENTS.** (a) No person serving on the governing body of a school, employed by a school or acting under a contract with a school may perform any asbestos abatement activity or asbestos management activity unless he or she has a valid certification card issued to him or her under sub. (3).

(b) No public employee may perform any asbestos abatement activity unless he or she has a valid certification card issued to him or her under sub. (3).

(c) No public employee may supervise the performance of any asbestos abatement activity unless he or she has a valid supervisor's certification card issued to him or her under sub. (3).

(d) Except as provided in s. 250.041 and subject to s. 254.115, the department may establish by rule certification requirements for any person not certified under pars. (a) to (c) who performs any asbestos abatement activity or asbestos management activity or who supervises the performance of any asbestos abatement activity or asbestos management activity.

(3) **CERTIFICATION PROCEDURE.** (a) Except as provided in s. 250.041 and subject to sub. (4m), the department may establish by rule eligibility requirements for persons applying for a certification card required under sub. (2). Any training required by the department under this paragraph may be approved by the department or provided by the department under sub. (8).

(b) Except as provided in s. 250.041, the department shall establish the procedure for issuing certification cards under this subsection. In establishing that procedure, the department shall prescribe an application form and establish an examination procedure and may require applicants to provide photographic identification.

(4) **RENEWAL.** A certification card issued under sub. (3) is valid for one year. Except as provided in s. 250.041 and subject

to s. 254.115, the department may establish requirements for renewing such a card, including but not limited to additional training.

(4m) **MILITARY SERVICE.** Any relevant education, training, instruction, or other experience that an applicant has obtained in connection with military service, as defined in s. 111.32 (12g), counts toward satisfying the requirements for education, training, instruction, or other experience to obtain a certification card under this section if the applicant demonstrates to the satisfaction of the department that the education, training, instruction, or other experience that the applicant obtained in connection with his or her military service is substantially equivalent to the education, training, instruction, or other experience that is required to obtain a certification card under this section.

(5) **FEES.** (a) Except as provided under pars. (b) and (c), the department shall charge the following fees for certification cards issued under sub. (3) or renewed under sub. (4):

1. For a certification card issued or renewed for the performance of any asbestos abatement activity, as required under sub. (2) (a), (b) or (d), \$50.

2. For a certification card issued or renewed for performance of an inspection for asbestos-containing material or the design of an asbestos response action, as required under sub. (2) (a) or (d), \$150.

3. For a certification card issued or renewed for supervising the performance of any asbestos abatement activity, as required under sub. (2) (c), \$100.

4. For a certification card issued or renewed for performance of the development of an asbestos management plan, as required under sub. (2) (a) or (d), \$100.

(b) The department may change by rule the fee amounts specified under par. (a). The fees received under this subsection shall be credited to the appropriation under s. 20.435 (1) (gm).

(c) The department may not charge a fee for a certification card issued under this section to an individual who is eligible for the veterans fee waiver program under s. 45.44.

(6) **SUSPENSION OR REVOCATION.** The department may, under this section, suspend or revoke a certification card issued under sub. (3) if it determines that the holder of the card is not qualified to be certified.

(7) **APPEALS.** Any suspension, revocation or nonrenewal of a certification card required under sub. (2) or any denial of an application for such a certification card is subject to judicial review under ch. 227, except as provided in s. 250.041 and except that the only hearing rights available for a denial, revocation, or nonrenewal of a certification card required under sub. (2) based on tax delinquency under s. 73.0301 or unemployment insurance contribution delinquency under s. 108.227 are those set forth in s. 73.0301 (5) or 108.227 (5), whichever is applicable.

(8) **TRAINING COURSES.** The department may conduct or contract for any training course necessary to prepare persons for a certification card required under sub. (2). The department may establish a fee for any course offered under this subsection. The fee may not exceed the actual cost of the course. The fees received under this subsection shall be credited to the appropriation under s. 20.435 (1) (gm).

(9) **RULES.** The department may promulgate any rule it deems necessary to administer this section.

(10) **ENFORCEMENT.** (a) The department may enter, at any reasonable time, any property, premises or place in which any person required to have a certification card under sub. (2) is engaged in any asbestos abatement activity to determine if the department has issued that person a valid certification card. No person may refuse entry or access to any representative of the department authorized by the department to act under this paragraph if that representative requests entry for purposes of determining compliance with this section, if that representative presents a valid identification issued to the representative by the department and if that representative is complying with par. (b). No person may obstruct, hamper or

interfere with the actions of that representative under this paragraph.

(b) Any representative of the department acting under par. (a) shall comply with any health and safety procedure established by law for persons engaged in asbestos abatement activities.

(c) If the department determines that any person required to have a certification card under sub. (2) has violated this section, the department may order that person to cease the violation. The order may require all asbestos abatement activities on the premises where the violation occurs to cease until the violation is corrected if there is no person on the premises with a valid certification card issued to him or her under sub. (3). The department shall give the order in writing to that person or that person's representative.

(d) Any other state agency, in the course of the performance of its duties, may determine compliance with the certification requirements of this section. If that agency determines that there is a violation of this section, it shall notify the department of that violation.

(e) The department may initiate an action in the name of this state against any person to require compliance with this section.

(11) **PENALTY.** Any person who violates this section or any rule promulgated or order issued under this section shall forfeit not less than \$25 nor more than \$100 for each violation. Each day of violation and each violation constitutes a separate offense.

History: 1987 a. 27, 1989 a. 173; 1993 a. 27 ss. 188, 193; 1997 a. 191, 237; 2011 a. 120, 209; 2013 a. 36.

Cross-reference: See also ch. DHS 159, Wis. adm. code.

254.21 Asbestos management. (2) The department shall promulgate rules to do all of the following:

(a) Establish building inspection requirements and procedures to protect students and employees from asbestos hazards in schools.

(b) Regulate asbestos abatement activities in schools.

(c) Establish requirements for the maintenance of asbestos-containing material in schools which contain asbestos-containing material.

(d) Establish priorities for asbestos abatement activities in schools which contain asbestos-containing materials.

(e) Require a management plan for asbestos-containing material in every school which contains asbestos-containing material.

(2m) No requirement under sub. (2) may be stricter than any requirement under 15 USC 2641 to 2654.

(3) A school district and any school which is not a public school may apply to the department for a variance to any standard adopted under this section under the provisions of s. 101.055 (4) (a) to (c).

(4) Any person who intentionally violates any rule promulgated under this section shall forfeit not less than \$100 nor more than \$1,000 for each violation. Each violation constitutes a separate offense and each day of continued violation is a separate offense.

History: 1987 a. 395; 1993 a. 27 s. 364, 366; Stats. 1993 a. 254.21.

254.22 Indoor air quality. The department shall do all of the following:

(1) Investigate illness or disease outbreaks suspected of being caused by poor indoor air quality. The department shall promote or require control measures if indoor air quality is established to be the cause of illness or disease outbreaks.

(2) Assist local health departments in the adoption of regulations that establish standards for indoor air quality in public buildings to protect the occupants from adverse health effects due to exposure to chemical or biological contaminants.

(3) Provide training and technical support to local health departments for conducting indoor air quality testing and investigations.

(4) Assist the department of safety and professional services with the enforcement of s. 101.123.

History: 1993 a. 27; 1995 a. 27 ss. 6331, 9116 (5); 2011 a. 32.

254.30 Enforcement; penalties. (1) **ENFORCEMENT.** (a) The department may enter, at any reasonable time, a dwelling or premises undergoing any lead hazard reduction to determine if all persons engaged in lead hazard reduction have been appropriately certified if required under s. 254.176.

(b) The department may report any violation of ss. 254.11 to 254.178 or rules promulgated, or orders issued, under those sections to the district attorney of the county in which the dwelling is located. The district attorney shall enforce ss. 254.11 to 254.178 and rules promulgated, and orders issued, under those sections. If a circuit court determines that an owner of a rented or leased dwelling or premises has failed to comply with an order issued under ss. 254.11 to 254.178, the circuit court may order the occupants of the affected dwelling or premises to withhold rent in escrow until the owner of the dwelling or premises complies with the order.

(c) Sections 254.11 to 254.178 do not limit the ability of the department to require abatement of human health hazards involving lead under s. 254.59.

(2) **PENALTIES.** (a) *Civil penalty.* Any person who violates ss. 254.11 to 254.178 or rules promulgated, or orders issued, under those sections may be required to forfeit not less than \$100 nor more than \$5,000 per violation. Each day of continued violation constitutes a separate offense.

(b) *Criminal penalty.* Any person who knowingly violates any provision of ss. 254.11 to 254.178 or any rule promulgated, or order issued, under those sections shall be fined not less than \$100 nor more than \$5,000 per violation. The court may place the person on probation under s. 973.09 for a period not to exceed 2 years.

History: 1979 c. 221; 1987 a. 332; 1993 a. 27 s. 439; Stats. 1993 a. 254.30; 1993 a. 450; 2015 a. 55.

SUBCHAPTER III

RADIATION PROTECTION

254.31 Definitions. In this subchapter:

(1) "By-product material" means any of the following:

(a) Radioactive material, except special nuclear material, yielded in or made radioactive by exposure to the radiation incident to the process of producing or utilizing special nuclear material.

(b) The tailings or waste produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its source material content.

(2) "Decommissioning" means conducting final operational activities at a nuclear facility to dismantle site structures, to decontaminate site surfaces and remaining structures, to stabilize and contain residual radioactive material and to carry out any other activities necessary to prepare the site for postoperational care.

(2m) "General license" means a license, under requirements prescribed by the department by rule, to possess, use, transfer or acquire by-product material or devices or equipment utilizing by-product material without the filing of a license application by a person or issuance of licensing confirmation by the department.

(3g) "Ionizing radiation" means all radiations capable of producing ions directly or indirectly in their passage through matter, including all of the following:

(a) Electromagnetic radiations, including X-rays and gamma rays.

(b) Particulate radiations, including electrons, beta particles, protons, neutrons, alpha particles and other nuclear particles.

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(3p) "Nonionizing radiation" means electromagnetic radiation, other than ionizing radiation, and any sonic, ultrasonic or infrasonic wave.

(4) "Nuclear facility" means any reactor plant, any equipment or device used for the separation of the isotopes of uranium or plutonium, the processing or utilizing of radioactive material or handling, processing or packaging waste; any premises, structure, excavation or place of storage or disposition of waste or by-product material; or any equipment used for or in connection with the transportation of such material.

(4p) "Radiation" means both ionizing and nonionizing radiation.

(5) "Radiation generating equipment" means a system, manufactured product or device or component part of such a product or device that, during operation, is capable of generating or emitting ionizing radiation without the use of radioactive material. "Radiation generating equipment" does not include a device that emits nonionizing radiation.

(6) "Radiation installation" is any location or facility where radiation generating equipment is used or where radioactive material is produced, transported, stored, disposed of or used for any purpose.

(9) "Radiation source" means radiation generating equipment or radioactive material.

(9m) "Radioactive material" includes any solid, liquid or gaseous substance which emits ionizing radiation spontaneously, including accelerator-produced material, by-product material, naturally occurring material, source material and special nuclear material.

(10) "Source material" means uranium, thorium, any combination thereof in any physical or chemical form, or ores that contain by weight 0.05% or more of uranium, thorium, or any combination thereof. "Source material" does not include special nuclear material.

(11) "Special nuclear material" means plutonium, uranium 233, uranium enriched in the isotope 233 or in the isotope 235, and any other material which the nuclear regulatory commission determines to be special nuclear material; or any material artificially enriched by any of the foregoing. Special nuclear material does not include source material.

(11g) "Specific license" means a license, under requirements prescribed by the department by rule, to possess, use, manufacture, produce, transfer or acquire radioactive material or devices or equipment utilizing radioactive material.

(11m) "Transuranic" means a radioactive material having an atomic number that is greater than 92.

(12) "X-ray tube" means any electron tube that is contained in a device and that is specifically designed for the conversion of electrical energy into X-ray energy.

History: 1977 c. 29; 1985 a. 29; 1993 n. 27 ss. 227, 477; Stats. 1993 s. 254.31; 1993 n. 491; 1999 n. 9; 2001 a. 16.

254.33 Public policy. Since radiations and their sources can be instrumental in the improvement of the health and welfare of the public if properly utilized, and may be destructive or detrimental to life or health if carelessly or excessively employed or may detrimentally affect the environment of the state if improperly utilized, it is hereby declared to be the public policy of this state to encourage the constructive uses of radiation and to prohibit and prevent exposure to radiation in amounts which are or may be detrimental to health. It is further the policy for the department to advise, consult and cooperate with other agencies of the state, the federal government, other states and interstate agencies and with affected groups, political subdivisions and industries; and, in general, to conform as nearly as possible to nationally accepted standards in the promulgation and enforcement of rules.

History: 1985 a. 29; 1993 n. 27 s. 225; Stats. 1993 s. 254.33; 1995 a. 27 ss. 6332, 9116 (5); 1999 n. 9.

Cross-reference: See also ch. DHS 157, Wis. adm. code.

254.335 Agreements with the U.S. nuclear regulatory commission transition. (1) The governor may, on behalf of the state, enter into agreements with the U.S. nuclear regulatory commission, as provided in 42 USC 2021 (b), to discontinue certain federal licensing and related regulatory authority with respect to by-product material, source material and special nuclear material and to assume state regulatory authority.

(2) Any person who, on the effective date of an agreement specified under sub. (1), possesses a license issued by the U.S. nuclear regulatory commission that is subject to the agreement is considered to possess a specific license issued under s. 254.365 (1) (a) or to fulfill requirements specified for a general license under s. 254.365 (1) (b). The specific license expires 90 days after the date of receipt by the person from the department of a notice of expiration of the license or on the date of expiration that was specified in the license issued by the U.S. nuclear regulatory commission, whichever is earlier.

History: 1999 a. 9.

254.34 Powers and duties. (1) The department is the state radiation control agency and shall do all of the following:

(a) Promulgate and enforce rules, including registration and licensing of sources of ionizing radiation, as may be necessary to prohibit and prevent unnecessary radiation exposure. The rules may incorporate by reference the recommended standards of nationally recognized bodies in the field of radiation protection and other fields of atomic energy, under the procedure established by s. 227.21 (2). The rules for by-product material, source material and special nuclear material shall be in accordance with the requirements of 42 USC 2021 (c) and shall otherwise be compatible with the requirements under 42 USC 2011 to 2114 and regulations adopted under 42 USC 2011 to 2114.

(am) A rule identical to a rule specified under par. (a) may be promulgated by a state agency other than the department and an ordinance identical to a rule specified under par. (a) may be enacted by a local governmental unit, but no rule may be promulgated or ordinance may be enacted that differs from a rule under par. (a) and relates to the same subject area except as provided under ss. 293.15 (8), 293.25, and 323.13 (2) (f).

(b) Administer this subchapter and the rules promulgated under this subchapter.

(c) Develop comprehensive policies and programs for the evaluation, determination and reduction of hazards associated with the use of radiation that are compatible with requirements of the U.S. nuclear regulatory commission for the regulation of by-product material, source material and special nuclear material. The department shall maintain all of the following records:

1. Files of all license applications, issuances, denials, transfers, renewals, modifications, suspensions and revocations under s. 254.365.

2. Files of all registrants under s. 254.35 and any related administrative or judicial action.

(d) Advise, consult and cooperate with other agencies of the state, the federal government, other states and interstate agencies, and with affected groups, political subdivisions and industries.

(e) Encourage, participate in or conduct studies, investigations, training, research and demonstrations relating to the control of radiation hazards, the measurement of radiation, the effects on health of exposure to radiation and related problems as it deems necessary or advisable for the discharge of its duties under this subchapter.

(f) Collect and disseminate health education information relating to radiation protection as it deems proper.

(g) Review and approve plans and specifications for radiation sources submitted pursuant to rules promulgated under this subchapter; and inspect radiation sources, their shielding and immediate surroundings and records concerning their operation for the determination of any possible radiation hazard.

(h) With respect to radon and with the department serving as the lead agency, do all of the following:

1. Develop and disseminate current radon information to the news media, builders, realtors and the general public.
2. Coordinate a program of measuring radon gas accumulation, including use of the radon canister counting system, in educational institutions, nursing homes, low-income housing, public buildings, homes, private industries and public service organizations.
3. Work with staff of local health departments to perform home surveys and diagnostic measurements and develop mitigation strategies for homes with elevated radon gas levels.
4. Develop training materials and conduct training of staff of local health departments, building contractors and others in radon diagnosis and mitigation methods.
5. Develop standards of performance for the regional radon centers and, from the appropriation account under s. 20.435 (1) (ed), distribute funds based on compliance with the standards to provide radon protection information dissemination from the regional radon centers.

(2) The department may:

(a) Enter, at all reasonable times, any private or public property for the purpose of investigating conditions relating to radiation control.

(b) Accept and utilize grants or other funds or gifts from the federal government and from other sources, public or private, for carrying out its functions under this subchapter. The studies, investigations, training and demonstration may be conducted independently, by contract, or in cooperation with any person or any public or private agency, including any political subdivision of the state.

(c) Develop requirements for qualification, certification, training, and experience of an individual who does any of the following:

1. Operates radiation generating equipment.
2. Utilizes, stores, transfers, transports, or possesses radioactive materials.
3. Acts as a radiation safety consultant to any person who possesses a license or registration issued by the department under this subchapter.

(d) Recognize certification by another state or by a nationally recognized certifying organization of an individual to perform acts under par. (c) 1. to 3. if the standards for the other state's certification or the organization's certification are substantially equivalent to the standards of the department for certification of individuals under par. (c).

History: 1985 a. 29; 1985 s. 182 s. 57; 1987 a. 399; 1989 a. 31; 1993 a. 27 s. 228; Stats. 1993 s. 254.34; 1995 a. 27 ss. 6333, 6334, 9116 (5); 1997 a. 27; 1999 a. 9 ss. 2456 to 2462, 2475; 2001 a. 16; 2009 a. 28, 42.

Cross-reference: See also ch. DHS 157, Wis. adm. code.

254.35 Registration of ionizing radiation installations.

(1) APPLICATION. For every site in this state that has an ionizing radiation installation that is not exempted by this section or the rules of the department, the person in control of the installation, including installations in sites that are administered by a state agency or in an institution under the jurisdiction of a state agency, shall, prior to operation, register the ionizing radiation installation with the department. No ionizing radiation installation may be operated thereafter unless the site has been duly registered by January 1 of each year and a notice of the registration is possessed by the person in control. The application for registration shall be made on forms provided by the department which shall be devised to obtain any information that is considered necessary for evaluation of hazards. Multiple radiation sources at a single radiation installation and under the control of one person shall be listed on a single registration form. Registration fees shall be levied in accordance with sub. (3). Registration alone does not imply approval of manufacture, storage, use, handling, operation or dis-

posal of the radiation installation or radioactive materials, but serves merely to inform the department of the location and character of radiation sources. Persons engaged in manufacturing, demonstration, sale, testing or repair of radiation sources are not required to list such sources on the registration form.

(2) AMENDED REGISTRATION. If the person in control increases the number of sources, source strength, rated output or energy of radiation produced in any installation, he or she shall notify the department of the increase prior to operation on the revised basis. The department shall record the change in the registration. No registration is transferable from one premises to another or from one person to another. If the person in control intends to transfer control of ownership of the radiation installation to another person, at least 15 days before the final transfer the registrant shall notify the department of the transfer and the intended transferee shall file under sub. (1) an application for registration. If any installation is discontinued, the person in control shall notify the department within 30 days of the discontinuance.

(3) REGISTRATION FEES. (a) An annual registration fee under pars. (b) to (fm) shall be levied for each site registration under this section. An additional penalty fee of \$25, regardless of the number of X-ray tubes or generally licensed devices, shall be required for each registration whenever the annual fee for renewal is not paid prior to expiration of the registration. No additional fee may be required for recording changes in the registration information.

(b) For a site having an ionizing radiation installation serving physicians and clinics, osteopaths and clinics, chiropractors or hospitals that possesses radioactive materials in any quantity, the fee shall be at least \$36 for each site and at least \$44 for each X-ray tube.

(c) For a podiatric or veterinary site having an ionizing radiation installation, the fee shall be at least \$36 for each site and at least \$44 for each X-ray tube.

(d) For a dental site having an ionizing radiation installation, the fee shall be at least \$36 for each site and at least \$30 for each X-ray tube.

(f) For an industrial, school, research project or other site having an ionizing radiation installation, the fee shall be at least \$36 for each site and at least \$44 for each X-ray tube.

(fm) For any site that has generally licensed devices that are not exempted by the department, the fee shall be at least \$100 for each site and at least \$50 for each device that contains at least 370 MBq or 10 mCi of cesium-137; 37 MBq or 1.0 mCi of cobalt-60; 3.7 MBq or 0.1 mCi of strontium-90; or 37 MBq or 1.0 mCi of a transuranic.

(g) The fees under this subsection shall be as stated unless the department promulgates rules to increase the annual registration fee for a site having an ionizing radiation installation, for an X-ray tube or for generally licensed devices that are not exempted by the department.

(4) EXEMPTIONS. After initial registration under sub. (1), the department may exempt from annual registration any source of radiation that the department finds to be without undue radiation hazard.

History: 1977 c. 29; 1979 c. 221; 1985 a. 29; 1989 a. 359; 1993 a. 27 s. 229; Stats. 1993 s. 254.35; 1995 a. 27 ss. 6333, 9116 (5); 1999 a. 9.

254.365 Licensing of radioactive material. (1) LICENSE REQUIRED. No person may possess, use, manufacture, transport, store, transfer or dispose of radioactive material or a device or item of equipment that uses radioactive material or may operate a site that uses radioactive material that is not under the authority of the U.S. nuclear regulatory commission unless one of the following applies:

- (a) The person has a specific license issued by the department.
- (b) The person meets general license requirements.
- (c) The person possesses a license issued by another state or by the U.S. nuclear regulatory commission that is reciprocally recognized by the department.

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(d) The person is exempted from licensure under sub. (7).

(2) **APPLICATION.** Application for a license under sub. (1) (a) or for reciprocal recognition under sub. (1) (c) shall be made on forms provided by the department.

(3) **MODIFICATION OR TERMINATION OF LICENSE.** Within 30 days after any change to the information on a license issued under this section, the licensee shall inform the department of the change and the department shall record the changed information. Within 30 days after termination of an activity licensed under this section, the person in control of the activity shall notify the department. The department may require that the person in control submit to the department for approval a plan for decommissioning the activity.

(4) **RULES.** The department shall promulgate rules for all of the following:

(a) The issuance, modification, suspension, termination and revocation of specific licenses under sub. (1) (a) under the standards specified in s. 254.34 (1) (a).

(b) The requirements for a general license under sub. (1) (b).

(5) **FEES AND CHARGES.** (a) The department may assess fees, the amounts of which are prescribed by the department by rule, for any of the following:

1. Issuance of an initial or renewal specific license under sub.

(1) (a).

2. Annual license maintenance.

3. Issuance of a license amendment.

4. Termination of a license.

5. Issuance of reciprocal recognition of a license for radioactive materials of another state or the U.S. nuclear regulatory commission.

(b) The department may assess a late payment charge of 25% of the specific license renewal fee, in addition to the fee under par. (a) for renewal of a specific license, if payment for renewal of a specific license is not made within 30 days after the license expiration date.

(6) **DENIAL, SUSPENSION OR REVOCATION OF LICENSURE.** The department may, after a hearing under ch. 227, refuse to issue a license or suspend or revoke a license for failure by the licensee to comply with this subchapter, rules promulgated by the department under this subchapter or any condition of the license.

(7) **EXEMPTION.** The department may exempt from licensing requirements of this section radioactive material that the department finds is without undue radiation hazard.

History: 1999 a. 9.

254.37 Enforcement. (1) **NOTIFICATION OF VIOLATION AND ORDER OF ABATEMENT.** Whenever the department finds, upon inspection and examination, that a source of radiation as constructed, operated or maintained results in a violation of this subchapter or of any rules promulgated under this subchapter, the department shall do all of the following:

(a) Notify the person in control that is causing, allowing or permitting the violation as to the nature of the violation.

(b) Order that, prior to a specified time, the person in control shall cease and abate causing, allowing or permitting the violation and take such action as may be necessary to have the source of radiation constructed, operated, or maintained in compliance with this subchapter and rules promulgated under this subchapter.

(2) **ORDERS.** The department shall issue and enforce such orders or modifications of previously issued orders as may be required in connection with proceedings under this subchapter. The orders shall be subject to review by the department upon petition of the persons affected. Whenever the department finds that a condition exists that constitutes an immediate threat to health due to violation of this subchapter or any rule or order promulgated under this subchapter, it may issue an order reciting the existence of the threat and the findings pertaining to the threat. The department may summarily cause the abatement of the violation.

(3) **RULES.** The department shall promulgate and enforce the rules pertaining to ionizing radiation.

(4) **JURISDICTION.** The circuit court of Dane county shall have jurisdiction to enforce the orders by injunctive and other appropriate relief.

History: 1993 a. 27 s. 231; Stats. 1993 s. 254.37; 1995 a. 27 ss. 6336 to 6338, 9116 (5); 1997 a. 27; 1999 a. 9.

254.38 Emergency authority. (1) **IMPOUNDING MATERIALS.** The department may impound or order the sequestration of sources of radiation in the possession of any person who is not equipped to observe or who fails to observe safety standards to protect health that are established in rules promulgated by the department.

(2) **EMERGENCY ORDERS.** If the department finds that an emergency exists concerning a matter subject to regulation under this subchapter that requires immediate action to protect the public health or safety, the department may issue an emergency order without notice or hearing that recites the existence of the emergency and requires such action as is necessary to mitigate the emergency. Any person to whom the order is issued shall immediately comply with the order. A person to whom an emergency order is issued shall be afforded a hearing within 30 days after receipt by the department of a written request for the hearing. An emergency order is effective upon issuance and remains in effect for up to 90 days after issuance, except that the order may be revoked or modified based on the results of the hearing.

History: 1985 a. 29; 1993 a. 27 s. 232; Stats. 1993 s. 254.38; 1995 a. 27 ss. 6339, 9116 (5); 1999 a. 9.

254.39 Exceptions. (1) Nothing in this subchapter may be interpreted as limiting intentional exposure of persons to radiation for the purpose of analysis, diagnosis, therapy, and medical, chiropractic or dental research as authorized by law.

(2) This subchapter does not apply to on-site activities of any nuclear reactor plant licensed by the U.S. nuclear regulatory commission.

History: 1977 c. 29; 1991 n. 178; 1993 a. 27 s. 233; Stats. 1993 a. 254.39; 1999 a. 9.

254.41 Radiation monitoring of nuclear power plants. The department shall take environmental samples to test for radiation emission in any area of the state within 20 miles of a nuclear power plant. The department shall charge the owners of each nuclear power plant in the state an annual fee of \$30,000 per plant, commencing in fiscal year 1983-84, to finance radiation monitoring under this section. The department may change this annual fee by rule.

History: 1979 c. 221; 1983 a. 27; 1993 a. 27 s. 235; Stats. 1993 a. 254.41.
Cross-reference: See also ch. DHS 158, Wis. adm. code.

254.45 Penalties. (1) **GENERAL.** (a) Any person who violates this subchapter or a rule promulgated under this subchapter or a condition of a license or registration issued by the department under this subchapter may be required to forfeit not less than \$100 nor more than \$100,000. Each day of continued violation constitutes a separate offense.

(b) The amount of the forfeiture assessed under par. (a) shall be determined by considering all of the following:

1. The willfulness of the violation.

2. The person's previous violations, if any, of this subchapter, rules promulgated under this subchapter or conditions of a license or registration issued by the department under this subchapter.

3. The potential danger or actual or potential injury to the environment or to public health caused by the violation.

4. The actual or potential costs of the damage or injury caused by the violation.

(2) **ASSESSMENT OF FORFEITURES; NOTICE.** The department may directly assess forfeitures provided for in sub. (1). If the department determines that a forfeiture should be assessed for a particular violation, the department shall send a notice of assessment to the person. The notice shall specify the amount of the for-

feiture assessed and the violation and the statute or rule alleged to have been violated and shall inform the person of the right to hearing under sub. (3).

(3) **HEARING.** A person upon whom a forfeiture is imposed may contest the action by sending, within 10 days after receipt of notice of a contested action, a written request for hearing under s. 227.44 to the division of hearings and appeals created under s. 15.103 (1). The administrator of the division may designate a hearing examiner to preside over the case and recommend a decision to the administrator under s. 227.46. The decision of the administrator of the division shall be the final administrative decision. The division shall commence the hearing within 30 days of receipt of the request for hearing and shall issue a final decision within 15 days after the close of the hearing. Proceedings before the division are governed by ch. 227.

(4) **FORFEITURE PAYMENT AND DISPOSITION.** (a) A person against whom the department has assessed a forfeiture shall pay the forfeiture to the department within 10 days after receipt of the notice under sub. (2) or, if the person contests the assessment, within 10 days after receipt of the final decision after exhaustion of administrative review. If the person petitions for judicial review under ch. 227, the person shall pay the forfeiture within 10 days after receipt of the final judicial decision.

(b) The department shall remit all forfeitures paid to the secretary of administration for deposit in the school fund.

(5) **ENFORCEMENT.** The attorney general may bring an action in the name of the state to collect any forfeiture imposed under this section if the forfeiture has not been paid as required under sub. (4). The only issue to be contested in an action under this subsection is whether the forfeiture has been paid.

History: 1993 n. 27 s. 234; Stats. 1993 s. 254.45; 1995 n. 27 ss. 6340, 9116 (5); 1999 n. 9; 2003 n. 33.

SUBCHAPTER IV

RECREATIONAL SANITATION

254.46 Beaches. The department or a local health department shall close or restrict swimming, diving and recreational bathing if a human health hazard exists in any area used for those purposes on a body of water and on associated land and shall require the posting of the area.

History: 1993 n. 27.

254.47 Recreational permits and fees. (1) Except as provided in sub. (1g) and ss. 250.041 and 254.115, the department or a local health department granted agent status under s. 254.69 (2) shall issue permits to and regulate campgrounds and camping resorts, recreational and educational camps and public swimming pools. No person or state or local government who has not been issued a permit under this section may conduct, maintain, manage or operate a campground and camping resort, recreational camp and educational camp or public swimming pool, as defined by departmental rule.

NOTE: Section 254.47 (title) and sub. (1) are renumbered s. 97.67 (title) and sub. (1) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(1g) A campground permit is not required for camping at county or district fairs at which 4-H Club members exhibit, for the 4 days preceding the county or district fair, the duration of the county or district fair, and the 4 days following the county or district fair.

NOTE: Sub. (1g) is renumbered s. 97.67 (1g) eff. 7-1-16 by 2015 Wis. Act 55.

(1m) The department or a local health department granted agent status under s. 254.69 (2) may not, without a preinspection, grant a permit to a person intending to operate a new public swimming pool, campground, or recreational or educational camp or to a person intending to be the new operator of an existing public swimming pool, campground, or recreational or educational camp.

NOTE: Sub. (1m) is renumbered s. 97.67 (1m) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(2) (a) A separate permit is required for each campground, camping resort, recreational or educational camp, and public swimming pool. Except as provided in par. (b) or (c), no permit issued under this section is transferable from one premises to another or from one person, state or local government to another.

(b) A permit issued under this section may be transferred from an individual to an immediate family member, as defined in s. 254.64 (4) (a) 2., if the individual is transferring operation of the campground, camping resort, recreational or educational camp, or public swimming pool to the immediate family member.

(c) A sole proprietorship that reorganizes as a business entity, as defined in s. 179.70 (1), or a business entity that reorganizes as a sole proprietorship or a different type of business entity may transfer a permit issued under this section for a campground, camping resort, recreational or educational camp, or public swimming pool to the newly formed business entity or sole proprietorship if all of the following conditions are satisfied:

1. The campground, camping resort, recreational or educational camp, or public swimming pool remains at the location for which the permit was issued.

2. At least one individual who had an ownership interest in the sole proprietorship or business entity to which the permit was issued has an ownership interest in the newly formed sole proprietorship or business entity.

NOTE: Sub. (2) is renumbered s. 97.67 (2) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(2m) Except as provided in ss. 250.041 and 254.115, the initial issuance, renewal or continued validity of a permit issued under this section may be conditioned upon the requirement that the permittee correct a violation of this section, rules promulgated by the department under this section or ordinances adopted under s. 254.69 (2) (g), within a period of time that is specified. If the condition is not met within the specified period of time, the permit is void.

NOTE: Sub. (2m) is renumbered s. 97.67 (2m) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(3) Anyone who violates this section or any rule of the department under this section shall be fined not less than \$25 nor more than \$250. Anyone who fails to comply with an order of the department shall forfeit \$10 for each day of noncompliance after the order is served upon or directed to him or her. The department may also, after a hearing under ch. 227, refuse to issue a permit under this section or suspend or revoke a permit under this section for violation of this section or any rule or order the department issues to implement this section.

NOTE: Sub. (3) is repealed eff. 7-1-16 by 2015 Wis. Act 55.

(4) Permits issued under this section expire on June 30, except that permits initially issued during the period beginning on April 1 and ending on June 30 expire on June 30 of the following year. Except as provided in s. 254.69 (2) (d) and (e), the department shall promulgate rules that establish, for permits issued under this section, amounts of permit fees, preinspection fees, reinspection fees, fees for operating without a license, and late fees for untimely permit renewal.

NOTE: Sub. (4) is renumbered s. 97.67 (4) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(5) No permit may be issued under this section until all applicable fees have been paid. If the payment is by check or other draft drawn upon an account containing insufficient funds, the permit applicant shall, within 15 days after receipt of notice from the department of the insufficiency, pay by cashier's check or other certified draft, money order or cash the fees from the department, late fees and processing charges that are specified by rules promulgated by the department. If the permit applicant fails to pay all applicable fees, late fees and the processing charges within 15 days after the applicant receives notice of the insufficiency, the permit is void. In an appeal concerning voiding of a permit under this subsection, the burden is on the permit applicant to show that

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the entire applicable fees, late fees and processing charges have been paid. During any appeal process concerning payment dispute, operation of the establishment in question is deemed to be operation without a permit.

NOTE: Sub. (5) is renumbered s. 97.67 (5) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(5m) (a) In this subsection, "qualified health services staff" means any of the following:

1. A physician.
2. A registered nurse licensed under ch. 441.
3. A physician assistant licensed under subch. II of ch. 448.
4. A practical nurse licensed under ch. 441.
5. An athletic trainer certified by the national athletic trainers association.
6. An emergency medical technician, as defined in s. 256.01 (5).
7. A person who is certified as completing the American Red Cross emergency response course.
8. A person who is certified as completing the American Red Cross responding to emergencies course or an equivalent course.

(b) For a camp that lasts longer than 3 days, the department shall allow qualified health services staff to designate an individual at the camp to administer to a camper, or staff member, who is under 18 years of age medications brought to the camp by that camper or staff member, other than medications that a camper or staff member may carry himself or herself.

NOTE: Sub. (5m) is renumbered s. 97.67 (5m) eff. 7-1-16 by 2015 Wis. Act 55.

(6) Before serving as a lifeguard at a public swimming pool or a recreational and educational camp or as an on-site health services staff member at a recreational and educational camp, an individual shall have proficiency in the use of an automated external defibrillator, as defined in s. 256.15 (1) (c), achieved through instruction provided by an individual, organization, or institution of higher education achieved through instruction approved under s. 46.03 (38) to provide such instruction.

NOTE: Sub. (6) is renumbered s. 97.67 (6) eff. 7-1-16 by 2015 Wis. Act 55.

(7) The department may not require that a swimming pool be staffed by a lifeguard as a condition of receiving a permit under this section if the swimming pool is less than 2,500 square feet, the swimming pool is located in a private club in the city of Milwaukee, and the club has a policy that prohibits a minor from using the swimming pool when not accompanied by an adult.

NOTE: Sub. (7) is renumbered s. 97.67 (7) and amended eff. 7-1-16 by 2015 Wis. Act 55.

History: 1993 a. 16 ss. 2399 to 2401i; 1993 a. 27 ss. 182, 477; 1993 a. 183, 490; 1993 a. 491 s. 280; 1997 a. 191, 237; 2001 a. 16; 2005 a. 302; 2007 a. 104; 2009 a. 28, 180; 2013 a. 309; 2015 a. 55.

Cross-reference: See also chs. DHS 172, 173, and 178, Wis. adm. code.

SUBCHAPTER V**ANIMAL-BORNE AND VECTOR-BORNE
DISEASE CONTROL**

254.50 Definition. In this subchapter, "vector" means a carrier, including an arthropod or an insect, that transfers an infective agent from one host to another.

History: 1993 a. 27.

254.51 Powers and duties. (1) The state epidemiologist for communicable disease shall take those measures that are necessary for the prevention, surveillance and control of human disease outbreaks associated with animal-borne and vector-borne transmission.

(2) The department shall enter into memoranda of understanding with the department of agriculture, trade and consumer protection, the department of safety and professional services, and the

department of natural resources regarding the investigation and control of animal-borne and vector-borne disease.

(3) The department shall promulgate rules that establish measures for prevention, surveillance and control of human disease that is associated with animal-borne and vector-borne disease transmission.

(4) The local health department shall enforce rules that are promulgated under sub. (3).

(5) The local board of health may adopt regulations and recommend enactment of ordinances that set forth requirements for animal-borne and vector-borne disease control to assure a safe level of sanitation, human health hazard control or health protection for the community, including the following:

(a) The control of rats, stray animals, noise and rabies and other diseases.

(b) The control of wildlife, including the keeping of dangerous wild animals, disease transmission and human health hazard control and eradication.

(c) Pest control, including community sanitation, rodent and vector control, resident responsibilities and the health impact of pesticide use.

History: 1993 a. 27; 1995 a. 27 ss. 6341, 9116 (5); 2011 a. 32.

Cross-reference: See also ch. DHS 145, Wis. adm. code.

254.52 Lyme disease; treatment, information and research. (1) The department shall perform research relating to Lyme disease in humans.

(2) The department, in consultation with the department of public instruction, the department of natural resources and the department of agriculture, trade and consumer protection, shall do all of the following:

(a) Monitor the spread and incidence of Lyme disease.

(b) Investigate suspected and confirmed cases of Lyme disease.

(c) Review materials, activities and epidemiologic investigations prepared or conducted in other states in which Lyme disease is endemic and recommend a statewide strategy for dealing with Lyme disease.

(d) Develop, update and disseminate information for use by clinicians, laboratory technicians and local health departments that diagnose or treat Lyme disease or investigate cases or suspected cases of Lyme disease.

(e) Develop and distribute information through offices of physicians and local health departments and by newsletters, public presentations or other releases of information. That information shall include all of the following:

1. A description of Lyme disease.

2. Means of identifying whether or not individuals may be at risk of contracting Lyme disease.

3. Measures that individuals may take to protect themselves from contracting Lyme disease.

4. Locations for procuring additional information or obtaining testing services.

(f) Conduct research on the serological prevalence of Lyme disease.

History: 1989 a. 31; 1993 a. 27 s. 49; Stats. 1993 s. 254.52; 1995 a. 27 s. 9145 (1); 1997 a. 27.

SUBCHAPTER VI**HUMAN HEALTH HAZARDS**

254.55 Definitions. In this subchapter:

(1) "Dwelling" means any structure, all or part of which is designed or used for human habitation.

(2) "Owner" means any of the following:

(a) A person who has legal title to a dwelling.

(b) A person who has charge, care, or control of a dwelling or unit of a dwelling as an agent of or as personal representative, trustee, or guardian of the estate of a person under par. (a).

History: 1993 a. 27; 2001 a. 102.

254.56 Public places. The owner and occupant and every one in charge of a public building, as defined in s. 101.01 (12), shall keep the building clean and sanitary.

History: 1971 a. 185 s. 7; 1993 a. 27 s. 352; Stats. 1993 a. 254.56; 1995 a. 27.

254.57 Smoke. The common council of any city or the board of any village may regulate or prohibit the emission of dense smoke into the open air within its limits and one mile from its limits.

History: 1993 a. 27 s. 357; Stats. 1993 a. 254.57.

The social and economic roots of judge-made air pollution policy in Wisconsin. *Lukas*, 58 M.L.R. 465.

254.58 Powers of villages, cities and towns. Section 95.72 may not be construed as depriving any city or village from enacting any ordinance prohibiting the rendering of dead animals within the boundaries specified in s. 66.0415, as nullifying any existing law or ordinance prohibiting the rendering of dead animals within the area or as prohibiting any city or village from licensing, revoking the license, and regulating the business of rendering and transporting dead animals under sanitary conditions no less stringent than provided under s. 95.72 and the rules of the department of agriculture, trade and consumer protection. Any licensing and regulation by a city or village is supplementary to the provisions of this section and the rules of the department and may not be construed as excusing or justifying any failure or neglect to comply with this section and the rules of the department. Section 95.72 shall be expressly construed as modifying the powers granted to towns and any city, village or town may take any action permitted under s. 254.59, may institute and maintain court proceedings to prevent, abate or remove any human health hazards under s. 254.59 and may institute and maintain any action under ss. 823.01, 823.02 and 823.07.

History: 1973 c. 206; Sup. Ct. Order, 67 Wis. 2d 585, 774 (1975); 1977 c. 29 s. 165m (4); 1993 a. 27 s. 358; Stats. 1993 a. 254.58; 1999 a. 150 s. 672.

254.59 Human health hazards. (1) If a local health officer finds a human health hazard, he or she shall order the abatement or removal of the human health hazard on private premises, within a reasonable time period, and if the owner or occupant fails to comply, the local health officer may enter upon the premises and abate or remove the human health hazard.

(2) If a human health hazard is found on private property, the local health officer shall notify the owner and the occupant of the property, by registered mail with return receipt requested, of the presence of the human health hazard and order its abatement or removal within 30 days of receipt of the notice. If the human health hazard is not abated or removed by that date, the local health officer shall immediately enter upon the property and abate or remove the human health hazard or may contract to have the work performed. The human health hazard shall be abated in a manner which is approved by the local health officer. The cost of the abatement or removal may be recovered from the person permitting the violation or may be paid by the municipal treasurer and the account, after being paid by the treasurer, shall be filed with the municipal clerk, who shall enter the amount chargeable to the property in the next tax roll in a column headed "For Abatement of a Nuisance" as a special tax on the lands upon which the human health hazard was abated, and the tax shall be collected as other taxes. In case of railroads or other lands not taxed in the usual way, the amount chargeable shall be certified by the clerk to the secretary of administration who shall add the amount designated in the certificate to the sum due from the company owning, occupying, or controlling the land specified, and the secretary of administration shall collect the amount as prescribed in subch. I of ch. 76 and return the amount collected to the town, city, or village from which the certificate was received. Anyone maintaining such a human health hazard may also be fined not more than \$300 or imprisoned

for not more than 90 days or both. The only defenses an owner may have against the collection of a tax under this subsection are that no human health hazard existed on the owner's property, that no human health hazard was corrected on the owner's property, that the procedure outlined in this subsection was not followed or any applicable defense under s. 74.33.

(4) In cities under general charter, the local health officer may enter into and examine any place at any time to ascertain health conditions, and anyone refusing to allow entrance at reasonable hours shall be fined not less than \$10 nor more than \$100. If the local health officer deems it necessary to abate or remove a human health hazard found on private property, the local health officer shall serve notice on the owner or occupant to abate or remove within a reasonable time that is not less than 24 hours; and if he or she fails to comply, or if the human health hazard is on property whose owner is a nonresident, or cannot be found, the local health officer shall cause abatement or removal.

(5) The cost of abatement or removal of a human health hazard under this section may be at the expense of the municipality and may be collected from the owner or occupant, or person causing, permitting, or maintaining the human health hazard, or may be charged against the premises and, upon certification of the local health officer, assessed as are other special taxes. In cases of railroads or other lands not taxed in the usual way, the amount chargeable shall be certified by the clerk to the secretary of administration who shall add the amount designated in the certificate to the sum due from the company owning, occupying, or controlling the land specified, and the secretary of administration shall collect the amount as prescribed in subch. I of ch. 76 and return the amount collected to the town, city, or village from which the certificate was received. Anyone maintaining such a human health hazard may also be fined not more than \$300 or imprisoned for not more than 90 days or both. The only defenses an owner may have against the collection of a tax under this subsection are that no human health hazard existed on the owner's property, that no human health hazard was corrected on the owner's property, that the procedure outlined in this subsection was not followed, or any applicable defense under s. 74.33.

(6) A 1st class city may, but is not required to, follow the provisions of this section. A 1st class city may follow the provisions of its charter.

(7) (a) A county, city, village, or town with a local health department may enact an ordinance concerning abatement or removal of a human health hazard that is at least as restrictive as this section.

(b) An ordinance enacted under par. (a) may be enforced in the county, city, village, or town that enacted it.

(c) This subsection may not be construed to prohibit any agreement under s. 66.0301 between a county and a city, town, or village that has a local health department, concerning enforcement under this section.

History: 1979 c. 102 s. 237, 176; 1981 c. 20 s. 2200; 1987 a. 378; 1993 a. 27 ss. 361, 363, 477; Stats. 1993 a. 254.59; 2003 a. 33; 2007 a. 130; 2009 a. 180.

254.593 Authority of the department and local health departments. The department or a local health department may declare housing that is dilapidated, unsafe or unsanitary to be a human health hazard.

History: 1993 a. 27.

254.595 Property violating codes or health orders.

(1) If real property is in violation of those provisions of a municipal building code that concern health or safety, the city, village, or town in which the property is located may commence an action to declare the property a nuisance. If real property is in violation of an order or a regulation of the local board of health, the city, village, or town in which the property is located may commence an action to declare the property a human health hazard. A tenant or class of tenants of property that is in violation of the municipal building code or of an order or regulation of the local board of health or any other person or class of persons whose health, safety

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or property interests are or would be adversely affected by property that is in violation of the municipal building code or of an order or regulation of the local board of health may file a petition with the clerk of the city, village, or town requesting the governing body to commence an action to declare the property a nuisance or human health hazard. If the governing body refuses or fails to commence an action within 20 days after the filing of the petition, a tenant, class of tenants, other person or other class of persons may commence the action directly upon the filing of security for court costs. The court before which the action of the case is commenced shall exercise jurisdiction in rem or quasi in rem over the property and the owner of record of the property, if known, and all other persons of record holding or claiming any interest in the property shall be made parties defendant and service of process may be had upon them as provided by law. Any change of ownership after the commencement of the action shall not affect the jurisdiction of the court over the property. At the time that the action is commenced, the municipality or other parties plaintiff shall file a lis pendens. If the court finds that a violation exists, it shall adjudge the property a nuisance or human health hazard and the entry of judgment shall be a lien upon the premises.

(2) A property owner or any person of record holding or claiming any interest in the property shall have 60 days after entry of judgment to eliminate the violation. If, within 60 days after entry of judgment under sub. (1), an owner of the property presents evidence satisfactory to the court, upon hearing, that the violation has been eliminated, the court shall set aside the judgment. It may not be a defense to this action that the owner of record of the property is a different person, partnership or corporate entity than the owner of record of the property on the date that the action was commenced or thereafter if a lis pendens has been filed prior to the change of ownership. No hearing under this subsection may be held until notice has been given to the municipality and all the plaintiffs advising them of their right to appear. If the judgment is not so set aside within 60 days after entry of judgment, the court shall appoint a disinterested person to act as receiver of the property for the purpose of abating the nuisance or human health hazard.

(3) (a) Any receiver appointed under sub. (2) shall collect all rents and profits accruing from the property, pay all costs of management, including all general and special real estate taxes or assessments and interest payments on first mortgages on the property, and make any repairs necessary to meet the standards required by the building code or the order or regulation of the local board of health. The receiver may, with the approval of the circuit court, borrow money against and encumber the property as security for the money, in the amounts necessary to meet the standards.

(b) At the request of and with the approval of the owner, the receiver may sell the property at a price equal to at least the appraisal value plus the cost of any repairs made under this section for which the selling owner is or will become liable. The receiver shall apply moneys received from the sale of the property to pay all debts due on the property in the order set by law, and shall pay over any balance with the approval of the court, to the selling owner.

(4) The receiver appointed under this section shall have a lien, for the expenses necessarily incurred to abate the nuisance or in the execution of the order, upon the premises upon or in respect of which the work required by the order has been done or expenses incurred. The municipality that sought the order declaring the property to be a nuisance or human health hazard may also recover its expenses and the expenses of the receiver under subs. (3) (a) and (5), to the extent that the expenses are not reimbursed under s. 632.103 (2) from funds withheld from an insurance settlement, by maintaining an action against the property owner under s. 74.53.

(5) The court shall set the fees and bond of the receiver, and may discharge the receiver when the court deems appropriate.

(6) Nothing in this section relieves the owner of any property for which a receiver has been appointed from any civil or criminal responsibility or liability otherwise imposed by law, except that the receiver shall be civilly and criminally responsible and liable for all matters and acts directly under his or her authority or performed by him or her or at his or her direction.

(7) This section shall not apply to owner-occupied one or two-family dwellings.

(8) The commencement of an action by a tenant under this section is not just cause for eviction.

History: 1973 c. 306; Sup. Ct. Order, 6/ Wis. 2d 585, 762 (1975); Stats. 1975 s. 823.22; 1983 a. 476; 1987 n. 378; 1989 n. 347; 1993 a. 27 s. 493; Stats. 1993 s. 254.595; 2001 n. 86.

In an action alleging a public nuisance, it was sufficient to allege that the defendants knowingly caused the lowering of the ground water table from which the area residents drew water from private wells, which caused numerous citizens great hardship. *Sinto v. Michels Pipeline Construction, Inc.*, 63 Wis. 2d 278, 217 N.W.2d 339, 219 N.W.2d 308 (1974).

SUBCHAPTER VII

LODGING AND FOOD PROTECTION

NOTE: Subchapter VII (title) is repealed eff. 7-1-16 by 2015 Wis. Act 55.

254.61 Definitions. In this subchapter:

NOTE: Section 254.61 (title) and (intro.) are repealed eff. 7-1-16 by 2015 Wis. Act 55.

(1) "Bed and breakfast establishment" means any place of lodging that satisfies all of the following:

(a) Provides 8 or fewer rooms for rent to no more than a total of 20 tourists or transients.

(b) Provides no meals other than breakfast and provides the breakfast only to renters of the place.

(c) Is the owner's personal residence.

(d) Is occupied by the owner at the time of rental.

(e) Was originally built and occupied as a single-family residence, or, prior to use as a place of lodging, was converted to use and occupied as a single-family residence.

NOTE: Sub. (1) is renumbered s. 97.01 (1g) eff. 7-1-16 by 2015 Wis. Act 55.

(2) "Establishment" means a hotel, tourist rooming house, bed and breakfast establishment, restaurant, temporary restaurant or vending machine commissary.

NOTE: Sub. (2) is repealed eff. 7-1-16 by 2015 Wis. Act 55.

(3) "Hotel" means all places wherein sleeping accommodations are offered for pay to transients, in 5 or more rooms, and all places used in connection therewith. "Hotelkeeper", "motel-keeper" and "innkeeper" are synonymous and "inn", "motel" and "hotel" are synonymous.

NOTE: Sub. (3) is renumbered s. 97.01 (7) eff. 7-1-16 by 2015 Wis. Act 55.

(3m) "Potluck event" means an event to which all of the following apply:

(a) Attendees of the event provide food and beverages to be shared with other attendees and consumed at the event.

(b) No compensation is provided to any person who conducts or assists in providing the event or who provides food and beverages to be shared at the event, and no compensation is paid by any person for consumption of food or beverages at the event.

(c) The event is sponsored by any of the following:

1. A church.

2. A religious, fraternal, youth, or patriotic organization or service club.

3. A civic organization.

4. A parent-teacher organization.

5. A senior citizen center or organization.

6. An adult day care center.

NOTE: Sub. (3m) is renumbered s. 97.01 (13g) eff. 7-1-16 by 2015 Wis. Act 55.

(4) "Public health and safety" means the highest degree of protection against infection, contagion or disease and freedom

from the danger of fire or accident that can be reasonably maintained in the operation of a hotel, restaurant, tourist rooming house, bed and breakfast establishment, vending machine or vending machine commissary.

NOTE: Sub. (4) is renumbered s. 97.01 (13r) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(5) "Restaurant" means any building, room or place where meals are prepared or served or sold to transients or the general public, and all places used in connection with it and includes any public or private school lunchroom for which food service is provided by contract. "Meals" does not include soft drinks, ice cream, milk, milk drinks, ices and confections. "Restaurant" does not include:

(a) Taverns that serve free lunches consisting of popcorn, cheese, crackers, pretzels, cold sausage, cured fish or bread and butter.

(b) Churches, religious, fraternal, youths' or patriotic organizations, service clubs and civic organizations which occasionally prepare, serve or sell meals to transients or the general public.

(c) Any public or private school lunchroom for which food service is directly provided by the school, or a private individual selling foods from a movable or temporary stand at public farm sales.

(d) Any bed and breakfast establishment that serves breakfasts only to its lodgers.

(e) The serving of food or beverage through a licensed vending machine.

(f) Any college campus, as defined in s. 36.05 (6m), institution as defined in s. 36.51 (1) (b) or technical college that serves meals only to the students enrolled in the college campus, institution or school or to authorized elderly persons under s. 36.51 or 38.36.

(g) A concession stand at a locally sponsored sporting event, such as a little league game.

(h) A potluck event.

NOTE: Sub. (5) is renumbered s. 97.01 (14g) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(5m) "Temporary restaurant" means a restaurant that operates at a fixed location in conjunction with a single event such as a fair, carnival, circus, public exhibition, anniversary sale or occasional sales promotion.

NOTE: Sub. (5m) is renumbered s. 97.01 (15h) eff. 7-1-16 by 2015 Wis. Act 55.

(5r) "Tourist or transient" means a person who travels from place to place away from his or her permanent residence for vacation, pleasure, recreation, culture, business or employment.

NOTE: Sub. (5r) is renumbered s. 97.01 (15i) eff. 7-1-16 by 2015 Wis. Act 55.

(6) "Tourist rooming house" means any lodging place or tourist cabin or cottage where sleeping accommodations are offered for pay to tourists or transients. "Tourist rooming house" does not include:

(a) A private boarding or rooming house, ordinarily conducted as such, not accommodating tourists or transients.

(b) A hotel.

(c) Bed and breakfast establishments.

NOTE: Sub. (6) is renumbered s. 97.01 (15k) eff. 7-1-16 by 2015 Wis. Act 55.

(7) "Vending machine" means any self-service device offered for public use which, upon insertion of a coin or token, or by other means, dispenses unit servings of food or beverage either in bulk or in package, without the necessity of replenishing the device between each vending operation. "Vending machine" does not include a device which dispenses only bottled, prepackaged or canned soft drinks, a one cent vending device, a vending machine dispensing only candy, gum, nuts, nut meats, cookies or crackers or a vending machine dispensing only prepackaged Grade A pasteurized milk or milk products.

NOTE: Sub. (7) is renumbered s. 97.01 (15p) eff. 7-1-16 by 2015 Wis. Act 55.

(8) "Vending machine commissary" means any building, room or place where the food, beverage, ingredients, containers, transport equipment or supplies for vending machines are kept, handled, prepared or stored by a vending machine operator.

"Vending machine commissary" does not mean any place at which the operator is licensed to manufacture, distribute or sell food products under ch. 97.

NOTE: Sub. (8) is renumbered s. 97.01 (15s) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(9) "Vending machine location" means the room, enclosure, space or area where one or more vending machines are installed and operated.

NOTE: Sub. (9) is renumbered s. 97.01 (15w) eff. 7-1-16 by 2015 Wis. Act 55.

(10) "Vending machine operator" means the person maintaining a place of business in the state and responsible for the operation of one or more vending machines.

NOTE: Sub. (10) is renumbered s. 97.01 (15y) eff. 7-1-16 by 2015 Wis. Act 55.

History: 1973 c. 190; 1975 c. 189; 1975 c. 413 s. 13; Stats. 1975 s. 50.50; 1983 n. 163, 189, 203, 538; 1985 n. 135; 1987 n. 27, 307; 1989 n. 269, 354, 359; 1993 n. 27 s. 65; Stats. 1993 s. 254.61; 1993 n. 399; 1997 n. 27, 237; 1999 n. 135; 2005 n. 348; 2007 n. 67, 97; 2011 n. 78; 2015 n. 55.

254.62 Coordination; certification. (1) The department shall enter into memoranda of understanding with other state agencies to establish food protection measures.

(2) The department shall promulgate rules that establish a food sanitation manager certification program.

(3) The department shall accept relevant education, training, instruction, or other experience that an applicant has obtained in connection with military service, as defined in s. 111.32 (12g), to count toward satisfying any education, training, instruction, or other experience requirement in the food sanitation manager certification program established under sub. (2) if the applicant demonstrates to the satisfaction of the department that the education, training, instruction, or other experience that the applicant obtained in connection with his or her military service is substantially equivalent to the education, training, instruction, or other experience that is required to obtain an initial certificate under the food sanitation manager certification program.

NOTE: This section is renumbered s. 97.60 eff. 7-1-16 by 2015 Wis. Act 55. History: 1993 n. 27; 2011 n. 120; 2015 n. 55.

254.63 Motels. Upon the written request of the hotel operator made on forms furnished by the department, the department may classify a hotel as a "motel", if the operator of the hotel furnishes on-premises parking facilities for the motor vehicles of the hotel guests as a part of the room charge, without extra cost.

NOTE: This section is renumbered s. 97.603 eff. 7-1-16 by 2015 Wis. Act 55. History: 1983 n. 203 ss. 3, 5; 1983 n. 538 s. 67; 1993 n. 27 s. 66; Stats. 1993 s. 254.63; 2015 n. 55.

254.64 Permit. (1) (a) No person may conduct, maintain, manage or operate a hotel, restaurant, temporary restaurant, tourist rooming house, vending machine commissary or vending machine if the person has not been issued an annual permit by the department or by a local health department that is granted agent status under s. 254.69 (2).

(b) No person may maintain, manage or operate a bed and breakfast establishment for more than 10 nights in a year without having first obtained an annual permit from the department.

(c) Except as provided in s. 250.041, no permit may be issued under this section until all applicable fees have been paid. If the payment is by check or other draft drawn upon an account containing insufficient funds, the permit applicant shall, within 15 days after receipt of notice from the department of the insufficiency, pay by cashier's check or other certified draft, money order or cash the fees, late fees and processing charges that are specified by rules promulgated by the department. If the permit applicant fails to pay all applicable fees, late fees and processing charges within 15 days after the applicant receives notice of the insufficiency, the permit is void. In an appeal concerning voiding of a permit under this paragraph, the burden is on the permit applicant to show that the entire applicable fees, late fees and processing charges have been paid. During any appeal process concerning

payment dispute, operation of the establishment in question is deemed to be operation without a permit.

(d) If a person or establishment licensed under ch. 97 is incidentally engaged in an activity for which a permit is required under this section, the department may, by rule, exempt the person or establishment from the permit requirement under this section. Rules under this paragraph shall conform to a memorandum of understanding between the department and the department of agriculture, trade and consumer protection.

(1m) No county, city, village or town may require any permit of, or impose any permit or inspection fee on, a vending machine operator, vending machine commissary or vending machine permitted under this subchapter.

(1p) Except as provided in s. 250.041, the department may condition the initial issuance, renewal or continued validity of a permit issued under this section on correction by the permittee of a violation of this subchapter, rules promulgated by the department under this subchapter or ordinances or regulations adopted under s. 254.69 (2) (g), within a specified period of time. If the permittee fails to meet the condition within the specified period of time, the permit is void.

(2) Except as provided in sub. (3), a separate permit is required for each establishment.

(3) (a) A bulk milk dispenser may be operated in a restaurant without a vending machine or vending machine operator permit.

(b) A restaurant may operate as a vending machine commissary without a vending machine commissary permit.

(4) (a) In this subsection:

1. "Business entity" has the meaning given in s. 179.70 (1).

2. "Immediate family member" means a spouse, grandparent, parent, sibling, child, stepchild, or grandchild or the spouse of a grandparent, parent, sibling, child, stepchild, or grandchild.

(b) Except as provided in par. (d) or (e), no permit is transferable from one premises to another or from one person to another.

(d) The holder of a permit issued under this section may transfer the permit to an individual who is an immediate family member if the holder is transferring operation of the establishment or vending machine to the immediate family member.

(e) A sole proprietorship that reorganizes as a business entity or a business entity that reorganizes as either a sole proprietorship or a different type of business entity may transfer a permit issued under this section for operation of an establishment to the newly formed business entity or sole proprietorship if the following conditions are satisfied:

1. The establishment remains at the location for which the permit was issued.

2. At least one individual who had an ownership interest in the sole proprietorship or business entity to which the permit was issued has an ownership interest in the newly formed sole proprietorship or business entity.

(5) (a) Except as provided in par. (b), all permits expire on June 30, except that permits initially issued during the period beginning on April 1 and ending on June 30 expire on June 30 of the following year.

(b) 1. The local health department of a city of the 1st class that has entered into an agreement with the department under s. 254.69 (2) may issue a permit for a restaurant or bed and breakfast establishment required under this section at any time during the year. A permit issued under this subdivision shall expire one year from the date of its issuance.

2. The holder of a permit for a restaurant or bed and breakfast establishment may request an extension to the term of a permit issued under this section by the local health department of a city of the 1st class that has entered into an agreement with the department under s. 254.69 (2) for the purpose of aligning the annual term of any other license or permit issued to that permit holder with the annual term of a permit to be issued to that permit holder under subd. 1. The local health department may require a permit

holder that receives an extension under this subdivision to pay a prorated fee in an amount determined by dividing the permit fee imposed under s. 254.69 (2) by 12 and multiplying the quotient by the number of months by which the permit issued under this section is extended under this subdivision.

NOTE: This section is renumbered s. 97.605 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1975 c. 413 ss. 13, 18; Stats. 1975 s. 50.51; 1983 n. 163, 203; 1987 n. 27, 81, 399; 1989 n. 31; 1993 n. 16 ss. 1491, 1492; 1993 n. 27 s. 67; Stats. 1993 s. 254.64; 1993 n. 183, 491; 1997 n. 191; 2001 n. 16; 2005 n. 302; 2013 n. 298; 2015 n. 55; 2015 n. 197 s. 51.

254.65 Preinspection. (1) The department or a local health department granted agent status under s. 254.69 (2) may not grant a permit to a person intending to operate a new hotel, tourist rooming house, bed and breakfast establishment, restaurant or vending machine commissary or to a person intending to be the new operator of an existing hotel, tourist rooming house, bed and breakfast establishment, restaurant or vending machine commissary without a preinspection. This section does not apply to a temporary restaurant or when a permit is transferred under s. 254.64 (4) (d) or (e).

(2) Agents designated by the department under s. 254.69 (1) shall make preinspections of vending machine commissaries as required under this subsection and shall be reimbursed for those services at the rate of 80% of the preinspection fee designated in this subsection. Agents designated by the department under s. 254.69 (2) shall make preinspections of hotels, restaurants and tourist rooming houses and establish and collect preinspection fees under s. 254.69 (2) (d).

NOTE: This section is renumbered s. 97.607 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1983 n. 203 ss. 10, 16, 19; 1983 n. 538; 1987 n. 27, 81; 1993 n. 27 s. 68; Stats. 1993 n. 254.65; 2005 n. 302; 2015 n. 55.

254.66 Average annual surveys. The department or a local health department granted agent status under s. 254.69 (2) shall annually make a number of inspections of restaurants in this state that shall equal the number of restaurants for which annual permits are issued under s. 254.64 (1) (a).

NOTE: This section is renumbered s. 97.307 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1987 n. 27; 1993 n. 27 s. 69; Stats. 1993 n. 254.66; 2015 n. 55.

254.67 Vending machine commissary outside the state. Foods, beverages and ingredients from commissaries outside the state may be sold within the state if such commissaries conform to the provisions of the food establishment sanitation rules of this state or to substantially equivalent provisions. To determine the extent of compliance with such provisions, the department may accept reports from the responsible authority in the jurisdiction where the commissaries are located.

NOTE: This section is renumbered s. 97.61 eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.52; 1993 n. 27 s. 70; Stats. 1993 s. 254.67; 2015 n. 55.

254.68 Fees. Except as provided in s. 254.69 (2) (d) and (e), the department shall promulgate rules that establish, for permits issued under s. 254.64, permit fees, preinspection fees, reinspection fees, fees for operating without a permit, late fees for untimely permit renewal, fees for comparable compliance or variance requests, and fees for pre-permit review of restaurant plans.

NOTE: This section is renumbered s. 97.613 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1973 c. 333; 1975 c. 224; 1975 c. 413 s. 13; Stats. 1975 s. 50.53; 1977 c. 222; 1979 c. 34; 1981 c. 20; 1983 n. 27, 163, 203, 538; 1985 n. 135; 1987 n. 27, 399; 1991 n. 178; 1993 n. 16 s. 1493; 1993 n. 27 s. 71; Stats. 1993 s. 254.68; 1993 n. 183; 2001 n. 16; 2015 n. 55.

254.69 Agent status for local health departments.

(1) **VENDING OPERATIONS.** In the administration and enforcement of this subchapter, the department may use local health departments as its agents in making inspections and investigations of vending machine commissaries, vending machine operators and vending machines if the jurisdictional area of the local health department has a population greater than 5,000. If the designation is made and the services are furnished, the department shall reim-

burse the local health department furnishing the service at the rate of 80% of the net license fee per license per year issued in the jurisdictional area.

(2) **HOTELS, RESTAURANTS, TOURIST ROOMING HOUSES AND OTHER ESTABLISHMENTS.** (am) In the administration of this subchapter or s. 254.47, the department may enter into a written agreement with a local health department with a jurisdictional area that has a population greater than 5,000, which designates the local health department as the department's agent in issuing permits to and making investigations or inspections of hotels, restaurants, temporary restaurants, tourist rooming houses, bed and breakfast establishments, campgrounds and camping resorts, recreational and educational camps and public swimming pools. In a jurisdictional area of a local health department without agent status, the department of health services may issue permits, collect fees established by rule under s. 254.68 and make investigations or inspections of hotels, restaurants, temporary restaurants, tourist rooming houses, bed and breakfast establishments, campgrounds and camping resorts, recreational and educational camps and public swimming pools. If the department designates a local health department as its agent, the department or local health department may require no permit for the same operations other than the permit issued by the local health department under this subsection. The department shall coordinate the designation of agents under this subsection with the department of agriculture, trade and consumer protection to ensure that, to the extent feasible, the same local health department is granted agent status under this subsection and under s. 97.41. Except as otherwise provided by the department, a local health department granted agent status shall regulate all types of establishments for which this subchapter permits the department of health services to delegate regulatory authority.

(b) A local health department granted agent status under this subsection shall meet standards promulgated, by rule, by the department of health services. The department shall annually evaluate the licensing, investigation and inspection program of each local health department granted agent status. If, at any time, a local health department granted agent status fails to meet the standards, the department of health services may revoke its agent status.

(c) The department shall provide education and training to agents designated under this subsection to ensure uniformity in the enforcement of this subchapter, s. 254.47 and rules promulgated under this subchapter and s. 254.47.

(d) Except as provided in par. (dm), a local health department granted agent status under this subsection shall establish and collect the permit fee for each type of establishment. The local health department may establish separate fees for preinspections of new establishments, for preinspections of existing establishments for which a person intends to be the new operator or for the issuance of duplicate permits. No fee may exceed the local health department's reasonable costs of issuing permits to, making investigations and inspections of, and providing education, training and technical assistance to the establishments, plus the state fee established under par. (e). A local health department granted agent status under this subsection or under s. 97.41 may issue a single permit and establish and collect a single fee which authorizes the operation on the same premises of more than one type of establishment for which it is granted agent status under this subsection or under s. 97.41.

(dm) A local health department granted agent status under this subsection may contract with the department of health services for the department of health services to collect fees and issue permits. The department shall collect from the local health department the actual and reasonable cost of providing the services.

(e) The department shall establish state fees for its costs related to setting standards under this subchapter and s. 254.47 and monitoring and evaluating the activities of, and providing education and training to, agent local health departments. Agent local health

departments shall include the state fees in the permit fees established under par. (d), collect the state fees and reimburse the department for the state fees collected. For each type of establishment, the state fee may not exceed 20% of the permit fees charged under ss. 254.47 and 254.68.

(f) If, under this subsection, a local health department becomes an agent or its agent status is discontinued during a permittee's permit year, the department of health services and the local health department shall divide any permit fee paid by the permittee for that permit year according to the proportions of the permit year occurring before and after the local health department's agent status is granted or discontinued. No additional fee may be required during the permit year due to the change in agent status.

(g) A village, city or county may adopt ordinances and a local board of health may adopt regulations regarding the permittees and premises for which the local health department is the designated agent under this subsection, which are stricter than this subchapter, s. 254.47 or rules promulgated by the department of health services under this subchapter or s. 254.47. No such provision may conflict with this subchapter or with department rules.

(h) This subsection does not limit the authority of the department to inspect establishments in jurisdictional areas of local health departments where agent status is granted if it inspects in response to an emergency, for the purpose of monitoring and evaluating the local health department's licensing, inspection and enforcement program or at the request of the local health department.

(i) The department shall hold a hearing under ch. 227 if any interested person, in lieu of proceeding under ch. 68, appeals to the department alleging either of the following:

1. A permit fee established by a local health department granted agent status exceeds the reasonable costs described under par. (d).

2. The person issuing, refusing to issue, suspending or revoking a permit or making an investigation or inspection of the appellant has a financial interest in a regulated establishment which may interfere with his or her ability to properly take that action.

NOTE: This section is renumbered s. 97.615 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1983 a. 203 ss. 15, 21; 1985 a. 29; 1985 a. 332 s. 251 (1); 1987 a. 27 ss. 1074m to 1076m, 3200 (24); 1987 a. 307; 1989 a. 31; 1991 a. 39, 315; 1993 a. 16; 1993 a. 27 s. 72; Stats. 1993 s. 254.69; 1993 a. 183; 1995 a. 27 s. 9126 (19); 2001 a. 16; 2007 a. 20 s. 9121 (6) (a); 2015 a. 55.

Cross-reference: See also ch. DHS 192, Wis. adm. code.

254.70 Application. (1) An applicant for a permit under this subchapter shall complete the application prepared by the department or the local health department granted agent status under s. 254.69 (2) and provide, in writing, any additional information the department of health services or local health department issuing the permit requires.

(2) Upon receipt of an application for a vending machine operator permit, the department may cause an investigation to be made of the applicant's commissary, servicing and transport facilities, if any, and representative machines and machine locations. The operator shall maintain at his or her place of business within this state a list of all vending machines operated by him or her and their location. This information shall be kept current and shall be made available to the department upon request. The operator shall notify the department of any change in operations involving new types of vending machines or conversion of existing machines to dispense products other than those for which such machine was originally designed and constructed.

NOTE: This section is renumbered s. 97.617 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.54; 1983 a. 163, 203, 538; 1987 a. 27 s. 3200 (24) (am); 1993 a. 27 s. 73; Stats. 1993 s. 254.70; 1995 a. 27 s. 9126 (19); 2007 a. 20 s. 9121 (6) (a); 2015 a. 55.

254.71 Certificate of food protection practices. (1g) In this section:

(a) "Approved examination" means an examination that allows an individual to demonstrate basic knowledge of food protection practices and that is approved by the department as meeting the standards established under sub. (6) (b).

(b) "Certificate holder" means an individual who holds a valid certificate of food protection practices issued under this section.

(c) "Food handler" means an individual engaged in the preparation or processing of food at a restaurant and who is not a certificate holder.

(1m) No person may conduct, maintain, manage, or operate a school lunchroom that is in a school that is participating in the national school lunch program under 42 USC 1751 to 1769j for which food service is directly provided by the school unless the operator or manager of the lunchroom, or his or her designee, is a certificate holder. For purposes of this subsection, the "operator or manager of the lunchroom" is the individual responsible for the administration of food services for a private school, charter school established under s. 118.40 (2r), or school district. A private school, charter school established under s. 118.40 (2r), or school district complies with the requirements of this subsection if the school or school district has one certificate holder.

(1r) After January 1, 1995, no person may conduct, maintain, manage or operate a restaurant unless the operator or manager of the restaurant is a certificate holder.

(2) Except as provided in s. 250.041, the department may issue a certificate of food protection practices to an individual who satisfactorily completes an approved examination or who has achieved comparable compliance.

(3) Each certificate is valid for 5 years from the date of issuance and, except as provided in s. 250.041, may be renewed by the certificate holder if he or she satisfactorily completes all of the following:

(a) If he or she operates or manages a restaurant employing more than 5 food handlers, an approved examination.

(b) If he or she operates or manages a restaurant employing 5 or fewer food handlers, one of the following:

1. A recertification training course approved by the department.

2. An approved examination.

(3g) (a) For a certificate issued under sub. (3) (b) 1., all of the following apply:

1. The certificate is called a "licensure of food safety training for small operators."

2. The certificate applies only in a restaurant the certificate holder is operating or managing at the time of the renewal or in other restaurants employing 5 or fewer food handlers.

3. A licensure of food safety training for small operators may be renewed under sub. (3) (b) 1. every 5 years.

(b) The department shall approve recertification training courses that were approved by the department as of December 31, 2014, and substantially similar courses.

(c) The department may not adopt different regulatory and inspection standards based on the type of certificate issued under this section.

(3m) The department shall accept relevant education, training, instruction, or other experience that an applicant has obtained in connection with military service, as defined in s. 111.32 (12g), to count toward satisfying the education, training, instruction, or other experience that is required to obtain a certificate of food protection practices if the applicant demonstrates to the satisfaction of the department that the education, training, instruction, or other experience that the applicant obtained in connection with his or her military service is substantially equivalent to the education, training, instruction, or other experience that is required to obtain a certificate of food protection practices.

(5) The department shall conduct evaluations of the effect that the food protection practices certification program has on com-

pliance by restaurants with requirements established under s. 254.74 (1).

(6) The department shall promulgate rules concerning all of the following:

(a) Establishing a fee for certification and recertification of food protection practices, except that a certification fee may not be imposed on an individual who is eligible for the veterans fee waiver program under s. 45.44.

(b) Specifying standards for approval of examinations and training courses for recertification of food protection practices required under this section.

(c) Establishing procedures for issuance, except as provided in s. 250.041, of certificates of food protection practices, including application submittal and review.

NOTE: This section is renumbered s. 97.33 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1991 a. 39; 1993 a. 16; 1993 a. 27 s. 74; Stats. 1993 s. 254.71; 1997 a. 27, 191; 2011 a. 120, 209; 2013 a. 292; 2015 a. 9, 46, 55.

Cross-reference: See also ch. DHS 196, Wis. adm. code.

254.715 Restaurants serving fish. (1) A restaurant or temporary restaurant may serve fish taken from the wild to the individual who caught the fish, or to his or her guests, without obtaining a permit under s. 29.541 (1) (b) if all of the following conditions are satisfied:

(a) The fish are legally taken.

(b) While the fish are at the restaurant and before the fish are prepared for eating, they are stored in a cooler, which may be a portable cooler, that does not contain any other food.

(c) The area where the fish are prepared for eating is washed and sanitized before and after preparation of the fish.

(d) All items used to prepare and serve the fish are washed in a dishwasher after such use.

(2) A restaurant or temporary restaurant may make a pecuniary profit from preparing and serving fish as provided under sub. (1).

NOTE: This section is renumbered s. 97.305 eff. 7-1-16 by 2015 Wis. Act 55.

History: 2007 a. 20; 2015 a. 55.

254.72 Health and safety; standard. Every hotel, tourist rooming house, bed and breakfast establishment, restaurant, temporary restaurant, vending machine commissary and vending machine shall be operated and maintained with a strict regard to the public health and safety and in conformity with this subchapter and the rules and orders of the department.

NOTE: This section is renumbered s. 97.62 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.55; 1983 a. 163, 203, 538; 1987 a. 27; 1993 a. 27 s. 75; Stats. 1993 s. 254.72; 2015 a. 55.

Cross-reference: See also chs. DHS 195, 196, 197, and 198, Wis. adm. code.

254.73 Hotel safety. (1) Every hotel with sleeping accommodations with more than 12 bedrooms above the first story shall, between the hours of 12 midnight and 6 a.m. provide a system of security personnel patrol, or of mechanical and electrical devices, or both, adequate, according to standards established by the department of safety and professional services, to warn all guests and employees in time to permit their evacuation in case of fire.

(2) Every hotel shall offer to every guest, at the time of registration for accommodation and of making a reservation for accommodation, an opportunity to identify himself or herself as a person needing assistance in an emergency because of a physical condition and shall keep a record at the registration desk of where each person so identified is lodged. No hotel may lodge any person so identified in areas other than those designated by the local fire department as safe for persons so identified, based on the capabilities of apparatus normally available to the fire company or companies assigned the first alarm. A person who does not identify himself or herself as permitted in this subsection may be lodged in the same manner as any other guest. Violation of this subsection shall be punished by a forfeiture of not more than \$50

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for the first violation and not more than \$100 for each subsequent violation.

NOTE: This section is renumbered s. 97.623 eff. 7-1-16 by 2015 Wis. Act 55. History: 1975 c. 112, 199; 1975 c. 413 s. 13; Stats. 1975 s. 50.56; 1985 a. 135; 1993 a. 27 s. 76; Stats. 1993 s. 254.73; 1995 a. 27 ss. 6343, 9116 (5); 2011 a. 32; 2015 a. 55.

254.74 Powers of the department and local health departments. (1) The department shall do all of the following:

(a) Administer and enforce this subchapter, the rules promulgated under this subchapter and any other rules or laws relating to the public health and safety in hotels, tourist rooming houses, bed and breakfast establishments, restaurants, vending machine commissaries, vending machines and vending machine locations.

(am) Promulgate rules, in consultation with the department of safety and professional services, under which the department of health services shall conduct regular inspections of sealed combustion units, as required under s. 101.149 (5) (c), for carbon monoxide emissions in hotels, tourist rooming houses, and bed and breakfast establishments. The rules shall specify conditions under which it may issue orders as specified under s. 101.149 (8) (a). The rules may not require the department of health services to inspect sealed combustion units during the period in which the sealed combustion units are covered by a manufacturer's warranty against defects.

(b) Require hotels, tourist rooming houses, restaurants, vending machine operators and vending machine commissaries to file reports and information the department deems necessary.

(c) Ascertain and prescribe what alterations, improvements or other means or methods are necessary to protect the public health and safety on those premises.

(d) Prescribe rules and fix standards, including rules covering the general sanitation and cleanliness of premises regulated under this subchapter, the proper handling and storing of food on such premises, the construction and sanitary condition of the premises and equipment to be used and the location and servicing of equipment. The rules relating to the public health and safety in bed and breakfast establishments may not be stricter than is reasonable for the operation of a bed and breakfast establishment, shall be less stringent than rules relating to other establishments regulated by this subchapter and may not require 2nd exits for a bed and breakfast establishment on a floor above the first level.

(e) Hold a hearing under ch. 227 if, in lieu of proceeding under ch. 68, any interested person in the jurisdictional area of a local health department not granted agent status under s. 254.69 appeals to the department of health services alleging that a permit fee for a hotel, restaurant, temporary restaurant, tourist rooming house, campground, camping resort, recreational or educational camp or public swimming pool exceeds the permit issuer's reasonable costs of issuing permits to, making investigations and inspections of, and providing education, training and technical assistance to the establishment.

(1g) The department shall inspect hotels, tourist rooming houses, and bed and breakfast establishments to ensure compliance with s. 101.149 (2) and (3).

(1p) (a) The department may grant the holder of a permit for a bed and breakfast establishment a waiver from the requirement specified under s. 254.61 (1) (b) to allow the holder of a permit for a bed and breakfast establishment to serve breakfast to other tourists or transients if all of the following conditions are met:

1. The department determines that the public health, safety or welfare would not be jeopardized.

2. The other tourists or transients are provided sleeping accommodations in a tourist rooming house for which the permit holder for the bed and breakfast establishment is the permit holder.

3. The tourist rooming house is located on the same property as the bed and breakfast establishment or on property contiguous to the property on which the bed and breakfast establishment is located.

4. The number of rooms offered for rent in the bed and breakfast establishment combined with the number of rooms offered for rent in the tourist rooming house does not exceed 8.

5. The number of tourists or transients who are provided sleeping accommodations in the bed and breakfast establishment combined with the number of tourists or transients who are provided sleeping accommodations in the tourist rooming house does not exceed 20.

(b) A waiver granted under par. (a) is valid for the period of validity of a permit that is issued for the bed and breakfast establishment under s. 254.64 (1) (b).

(2) A local health department designated as an agent under s. 254.69 (2) may exercise the powers specified in sub. (1) (a) to (d), consistent with s. 254.69 (2) (g).

NOTE: This section is renumbered s. 97.625 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.57; 1983 a. 163, 203, 538; 1985 a. 29; 1985 a. 332 s. 251 (1); 1987 a. 27; 1991 a. 39; 1993 a. 27 s. 77; Stats. 1993 s. 254.74; 1995 a. 27 ss. 6343m, 9126 (19); 1995 a. 417; 1997 a. 43; 2007 a. 20 s. 9121 (6) (n); 2007 a. 205; 2011 a. 32, 78; 2015 a. 55.

Cross-reference: See also chs. DHS 195, 196, 197, and 198, Wis. adm. code.

254.76 Causing fires by tobacco smoking. (1) Any person who, by smoking, or attempting to light or to smoke cigarettes, cigars, pipes or tobacco, in any manner in which lighters or matches are employed, shall, in a careless, reckless or negligent manner, set fire to any bedding, furniture, curtains, drapes, house or any household fittings, or any part of any building specified in sub. (2), so as to endanger life or property in any way or to any extent, shall be fined not less than \$50 nor more than \$250, together with costs, or imprisoned not less than 10 days nor more than 6 months or both.

(2) In each sleeping room of all hotels, rooming houses, lodging houses and other places of public abode, a plainly printed notice shall be kept posted in a conspicuous place advising tenants of the provisions of this section.

NOTE: This section is renumbered s. 97.627 eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.58; 1993 a. 27 s. 79; Stats. 1993 s. 254.76; 2015 a. 55.

254.78 Authority of department of safety and professional services. Nothing in this chapter shall affect the authority of the department of safety and professional services relative to places of employment, elevators, boilers, fire escapes, fire protection, or the construction of public buildings.

NOTE: This section is renumbered s. 254.04 eff. 7-1-16 and amended by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.60; 1993 a. 27 s. 81; Stats. 1993 s. 254.78; 1995 a. 27 ss. 6344, 9116 (5); 2011 a. 32; 2015 a. 55.

254.79 Joint employment. The department and the department of safety and professional services may employ experts, inspectors or other assistants jointly.

NOTE: This section is renumbered s. 254.05 eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 13; Stats. 1975 s. 50.61; 1993 a. 27 s. 82; Stats. 1993 s. 254.79; 1995 a. 27 ss. 6345, 9116 (5); 2011 a. 32; 2015 a. 55.

254.80 Hotelkeeper's liability. (1) A hotelkeeper who complies with sub. (2) is not liable to a guest for loss of money, jewelry, precious metals or stones, personal ornaments or valuable papers which are not offered for safekeeping.

(2) To secure exemption from liability the hotelkeeper shall do all of the following:

(a) Have doors on sleeping rooms equipped with locks or bolts.

(b) Offer, by notice printed in large plain English type and kept conspicuously posted in each sleeping room, to receive valuable articles for safekeeping, and explain in the notice that the hotel is not liable for loss unless articles are tendered for safekeeping.

(c) Keep a safe or vault suitable for keeping the articles and receive them for safekeeping when tendered by a guest, except as provided in sub. (3).

(3) A hotelkeeper is liable for loss of articles accepted for safekeeping up to \$300. The hotelkeeper need not receive for safe-

keeping property over \$300 in value. This subsection may be varied by written agreement between the parties.

NOTE: This section is renumbered s. 97.633 eff. 7-1-16 by 2015 Wis. Act 55. History: 1975 c. 413 s. 15; Stats. 1975 s. 50.80; 1991 a. 316; 1993 a. 27 s. 85; Stats. 1993 s. 254.80; 2015 a. 55.

Notwithstanding the hotelkeepers' liability laws, a hotel continues to have a duty to exercise reasonable care to protect its guests from injury at the hands of third persons who are not hotel employees, and to protect a guest who is subjected to a criminal act during the process of checking in. As the provisions for notice and a safe are no longer useful for a guest who has checked out, they cannot help a guest who has not even penetrated the interior of his room and had a chance to use them. *H.K. Mallak, Inc. v. Fairfield FMC Corp.*, 209 F.3d 960 (2000).

254.81 Hotelkeeper's liability for baggage; limitation. Every guest and intended guest of any hotel upon delivering to the hotelkeeper any baggage or other property for safekeeping, elsewhere than in the room assigned to the guest, shall demand and the hotelkeeper shall give a check or receipt, to evidence the delivery. No hotelkeeper shall be liable for the loss of or injury to the baggage or other property of a hotel guest, unless it was delivered to the hotelkeeper for safekeeping or unless the loss or injury occurred through the negligence of the hotelkeeper.

NOTE: This section is renumbered s. 97.634 eff. 7-1-16 by 2015 Wis. Act 55. History: 1975 c. 413 s. 15; Stats. 1975 s. 50.81; 1991 a. 316; 1993 a. 27 s. 86; Stats. 1993 s. 254.81; 2015 a. 55.

254.82 Liability of hotelkeeper for loss of property by fire or theft; owner's risk. A hotelkeeper is not liable for the loss of baggage or other property of a hotel guest by a fire unintentionally produced by the hotelkeeper. Every hotelkeeper is liable for loss of baggage or other property of a guest caused by theft or gross negligence of the hotelkeeper. The liability may not exceed \$200 for each trunk and its contents, \$75 for each valise and its contents and \$10 for each box, bundle or package and contents, so placed under the care of the hotelkeeper; and \$50 for all other effects including wearing apparel and personal belongings, unless the hotelkeeper has agreed in writing with the guest to assume a greater liability. When any person permits his or her baggage or property to remain in any hotel after the person's status as a guest has ceased, or forwards the baggage or property to a hotel before becoming a guest and the baggage or property is received into the hotel, the hotelkeeper holds the baggage or property at the risk of the owner.

NOTE: This section is renumbered s. 97.635 eff. 7-1-16 by 2015 Wis. Act 55. History: 1975 c. 413 s. 15; Stats. 1975 s. 50.82; 1991 a. 316; 1993 a. 27 s. 87; Stats. 1993 s. 254.82; 2015 a. 55.

254.83 Hotel rates posted; rate charges; special rates.

(1) Every hotelkeeper shall keep posted in a conspicuous place in each sleeping room in his or her hotel, in type not smaller than 12-point, the rates per day for each occupant. Such rates shall not be changed until notice to that effect has been posted, in a similar manner, for 10 days previous to each change. Any hotelkeeper who fails to have the rates so posted or who charges, collects or receives for the use of any room a sum different from the authorized charge shall be fined not less than \$50 nor more than \$100. A hotelkeeper may permit a room to be occupied at the rate of a lower priced room when all of the lower priced rooms are taken and until one of them becomes unoccupied. Special rates may be made for the use of sleeping rooms, either by the week, month or for longer periods or for use by families or other collective groups. The department or its representatives may enforce the posting of rates as provided in this subsection.

(2) (a) A hotelkeeper shall post, in each sleeping room in the hotel with a telephone, a notice of any fee imposed by the hotelkeeper for using the telephone.

(b) The notice required under par. (a) shall be all of the following:

1. In type not smaller than 12-point.
2. Conspicuously posted on the telephone or within 3 feet of the telephone's normal location.

(c) The department or its agents may inspect hotels to ensure compliance with pars. (a) and (b).

(d) A hotelkeeper who fails to post the notice required under par. (a) or who posts an inaccurate notice shall be fined not less than \$50 nor more than \$100.

NOTE: This section is renumbered s. 97.638 eff. 7-1-16 by 2015 Wis. Act 55. History: 1975 c. 413 s. 15; Stats. 1975 s. 50.84; 1989 a. 31; 1993 a. 27 s. 89; Stats. 1993 s. 254.83; 2015 a. 55.

254.84 Motel rates. (1) DEFINITIONS. (a) "Operator" includes a manager or any person in charge of the operation of motels and like establishments. "Operator" or "owner" includes natural persons, firms and corporations.

(b) "Outdoor sign" or "outside sign" means any sign visible to passersby, regardless of whether the sign is located in or outside of buildings.

(c) "Room rates" means the rates at which rooms or other accommodations are rented to occupants.

NOTE: Section 254.84 (title) and sub. (1) are renumbered s. 97.639 (title) and sub. (1) eff. 7-1-16 by 2015 Wis. Act 55.

(2) **RENTAL POSTED.** No owner or operator of any establishment that is held out as a motel, motor court, tourist cabin or like accommodation may post or maintain posted on any outdoor or outside advertising sign for the establishment rates for accommodations in the establishment unless the sign has posted on it both the minimum and maximum room or other rental unit rates for accommodations offered for rental. All posted rates and descriptive data required by this section shall be in type and material of the same size and prominence as the minimum and maximum room or other rental unit rates. Signs that only state the rate per person or bear the legend "and up" do not comply with the requirements of this subsection.

NOTE: Sub. (2) is renumbered s. 97.639 (2) eff. 7-1-16 by 2015 Wis. Act 55.

(3) **ACCOMMODATIONS MUST EXIST.** No owner or operator of any motel, motor court, tourist cabin or like accommodation may post or maintain posted on outdoor or outside advertising signs rates for accommodations in the establishment unless there is available, when vacant, accommodations in the establishment for immediate occupancy to meet the posted rates on the advertising signs.

NOTE: Sub. (3) is renumbered s. 97.639 (3) eff. 7-1-16 by 2015 Wis. Act 55.

(4) **MISREPRESENTATION.** No owner or operator of any motel, motor court, tourist cabin or like accommodation may post or maintain outdoor or outside advertising signs in connection with the establishment relating to rates which have any untrue, misleading, false, or fraudulent representations.

NOTE: Sub. (4) is renumbered s. 97.639 (4) eff. 7-1-16 by 2015 Wis. Act 55.

(5) **CONSTRUCTION.** Nothing in this section may be construed to require establishments to have outdoor or outside signs. This section shall be liberally construed so as to prevent untrue, misleading, false, or fraudulent representations relating to rates placed on outdoor or outside signs of the establishments.

NOTE: Sub. (5) is renumbered s. 97.639 (5) and amended eff. 7-1-16 by 2015 Wis. Act 55.

(6) **PENALTY.** Whoever violates this section shall be fined not more than \$300 or imprisoned not more than 6 months or both.

NOTE: Sub. (6) is repealed eff. 7-1-16 by 2015 Wis. Act 55. History: 1975 c. 413 s. 15; Stats. 1975 s. 50.85; 1983 a. 189; 1993 a. 27 s. 90; Stats. 1993 s. 254.84; 2015 a. 55.

254.85 Enforcement. (1) The department may enter, at reasonable hours, any premises for which a permit is required under this subchapter or s. 254.47 to inspect the premises, secure samples or specimens, examine and copy relevant documents and records or obtain photographic or other evidence needed to enforce this subchapter or s. 254.47. If samples of food are taken, the department shall pay or offer to pay the market value of the samples taken. The department shall examine the samples and specimens secured and shall conduct other inspections and examinations needed to determine whether there is a violation of this subchapter, s. 254.47 or rules promulgated by the department under this subchapter or s. 254.47.

(2) (a) Whenever, as a result of an examination, the department has reasonable cause to believe that any examined food

constitutes, or that any construction, sanitary condition, operation or method of operation of the premises or equipment used on the premises creates, an immediate danger to health, the administrator of the division of the department responsible for public health may issue a temporary order and cause it to be delivered to the permittee, or to the owner or custodian of the food, or to both. The order may prohibit the sale or movement of the food for any purpose, prohibit the continued operation or method of operation of specific equipment, require the premises to cease other operations or methods of operation which create the immediate danger to health, or set forth any combination of these requirements. The administrator may order the cessation of all operations authorized by the permit only if a more limited order does not remove the immediate danger to health. Except as provided in par. (c), no temporary order is effective for longer than 14 days from the time of its delivery, but a temporary order may be reissued for one additional 14-day period, if necessary to complete the analysis or examination of samples, specimens or other evidence.

(b) No food described in a temporary order issued and delivered under par. (a) may be sold or moved and no operation or method of operation prohibited by the temporary order may be resumed without the approval of the department, until the order has terminated or the time period specified in par. (a) has run out, whichever occurs first. If the department, upon completed analysis and examination, determines that the food, construction, sanitary condition, operation or method of operation of the premises or equipment does not constitute an immediate danger to health, the permittee, owner or custodian of the food or premises shall be promptly notified in writing and the temporary order shall terminate upon his or her receipt of the written notice.

(c) If the analysis or examination shows that the food, construction, sanitary condition, operation or method of operation of the premises or equipment constitutes an immediate danger to health, the permittee, owner or custodian shall be notified within the effective period of the temporary order issued under par. (a). Upon receipt of the notice, the temporary order remains in effect until a final decision is issued under sub. (3), and no food described in the temporary order may be sold or moved and no operation or method of operation prohibited by the order may be resumed without the approval of the department.

(3) A notice issued under sub. (2) (c) shall be accompanied by a statement which informs the permittee, owner or custodian that he or she has a right to request a hearing in writing within 15 days after issuance of the notice. The department shall hold a hearing no later than 15 days after the department receives the written request for a hearing, unless both parties agree to a later date. A final decision shall be issued under s. 227.47 within 10 days of the conclusion of the hearing. The decision may order the destruction of food, the diversion of food to uses which do not pose a danger to health, the modification of food so that it does not create a danger to health, changes to or replacement of equipment or construction, other changes in or cessations of any operation or method of operation of the equipment or premises, or any combination of these actions necessary to remove the danger to health. The decision may order the cessation of all operations authorized by the permit only if a more limited order will not remove the immediate danger to health.

(4) A proceeding under this section, or the issuance of a permit for the premises after notification of procedures under this section, does not constitute a waiver by the department of its authority to rely on a violation of this subchapter, s. 254.47 or any rule promulgated under this subchapter or s. 254.47 as the basis for any subsequent suspension or revocation of the permit or any other enforcement action arising out of the violation.

(5) (a) Except as provided in par. (b), any person who violates this section or an order issued under this section may be fined not more than \$10,000 plus the retail value of any food moved, sold or disposed of in violation of this section or the order, or imprisoned not more than one year in the county jail, or both.

(b) Any person who does either of the following may be fined not more than \$5,000 or imprisoned not more than one year in a county jail, or both:

1. Assaults, restrains, threatens, intimidates, impedes, interferes with or otherwise obstructs a department inspector, employee or agent in the performance of his or her duties under this section.

2. Gives false information to a department inspector, employee or agent engaged in the performance of his or her duties under this section, with the intent to mislead the inspector, employee or agent.

NOTE: This section is renumbered s. 97.65 and amended eff. 7-1-16 by 2015 Wis. Act 55.

History: 1983 a. 203; 1985 a. 182 s. 57; 1985 n. 332 s. 251 (1); 1987 n. 307; 1993 a. 27 s. 78; Stats. 1993 s. 254.85; 2015 n. 55.

254.86 Suspension or revocation of permit. The department or a local health department designated as an agent under s. 254.69 (2) may refuse or withhold issuance of a permit or may suspend or revoke a permit for violation of this subchapter or any rule or order of the department of health services, ordinance of the village, city or county or regulation of the local board of health.

NOTE: This section is renumbered s. 97.71 and amended eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 14; Stats. 1975 s. 50.70; 1983 n. 203; 1987 n. 27; 1993 a. 27 s. 83; Stats. 1993 s. 254.86; 1995 a. 27 s. 9126 (19); 2007 a. 20 s. 9121 (6) (a); 2015 n. 55.

254.87 Court review. Orders of the department shall be subject to review in the manner provided in ch. 227.

NOTE: This section is repealed eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 s. 14; Stats. 1975 s. 50.71; 1993 a. 27 s. 84; Stats. 1993 s. 254.87; 2015 n. 55.

254.88 Penalty. Anyone who violates this subchapter, except s. 254.83, 254.84 or 254.85, or any rule of the department promulgated under this subchapter shall be fined not less than \$100 nor more than \$1,000. Anyone who fails to comply with an order of the department under this subchapter except s. 254.85 shall forfeit \$50 for each day of noncompliance after the order is served upon or directed to him or her, and in case of action under s. 254.87, after lapse of a reasonable time after final determination.

NOTE: This section is repealed eff. 7-1-16 by 2015 Wis. Act 55.

History: 1975 c. 413 ss. 13, 18; Stats. 1975 s. 50.59; 1983 n. 203; 1985 a. 332 s. 251 (1); 1989 n. 31; 1993 a. 27 s. 80; Stats. 1993 s. 254.88; 2015 n. 55.

SUBCHAPTER IX

SALE OR GIFT OF CIGARETTES OR TOBACCO PRODUCTS TO MINORS

254.911 Definitions. In this subchapter:

(1) "Cigarette" has the meaning given in s. 139.30 (1m).

(2) "Governmental regulatory authority" means the department, a local health department, a state agency or a state or local law enforcement agency; or a person with whom the local health department, state agency, or state or local law enforcement agency contracts to conduct investigations authorized under s. 254.916 (1) (a).

(3) "Law enforcement officer" has the meaning given in s. 165.85 (2) (c).

(3m) "Nicotine product" has the meaning given in s. 134.66 (1) (f).

(4) "Retailer" has the meaning given in s. 134.66 (1) (g).

(5) "Retail outlet" means a place of business from which cigarettes, nicotine products, or tobacco products are sold at retail to consumers.

(6) "State agency" has the meaning given in s. 1.12 (1) (b).

(7) "Tobacco products" has the meaning given in s. 139.75 (12).

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(8) "Tobacco vending machine" is any mechanical device that automatically dispenses cigarettes or tobacco products when money or tokens are deposited in the device in payment for the cigarettes or tobacco products.

(9) "Tobacco vending machine operator" means a person who acquires tobacco products or stamped cigarettes from manufacturers, as defined in s. 134.66 (1) (e), or permittees, stores them and sells them through the medium of tobacco vending machines that he or she owns, operates or services and that are located on premises that are owned or under the control of other persons.

(10) "Tobacco vending machine premises" means any area in which a tobacco vending machine is located.

History: 1999 a. 9; 2001 n. 75; 2005 n. 25; 2011 n. 249.

254.916 Investigations. (1) (a) A governmental regulatory authority may conduct unannounced investigations at retail outlets, including tobacco vending machine premises, to enforce compliance with s. 134.66 (2) (a) and (am) or a local ordinance adopted under s. 134.66 (5). The department may contract with a local health department, a state agency, or a state or local law enforcement agency to conduct investigations authorized under this section, and a local health department, state agency, or state or local law enforcement agency may contract with any other person to conduct those investigations. A person who contracts to conduct investigations authorized under this section shall agree in the contract to train all individuals conducting investigations under the contract in accordance with the standards established under par. (b) and to suspend from conducting any further investigations for not less than 6 months any individual who fails to meet the requirements of sub. (3) (a) to (f) and the standards established by the department.

(b) The department, in consultation with other governmental regulatory authorities and with retailers, shall establish standards for procedures and training for conducting investigations under this section.

(c) No retailer may be subjected to an unannounced investigation more than twice annually unless the retailer is found to have violated s. 134.66 (2) (a) or (am), or a local ordinance adopted under s. 134.66 (5), during the most recent investigation.

(2) With the permission of his or her parent or guardian, a person under 18 years of age, but not under 15 years of age, may buy, attempt to buy or possess any cigarette, nicotine product, or tobacco product if all of the following are true:

(a) The person commits the act for the purpose of conducting an investigation under this section.

(b) The person is directly supervised during the conducting of the investigation by an adult employee of a governmental regulatory authority.

(c) The person has prior written authorization to commit the act from a governmental regulatory authority or a district attorney or from an authorized agent of a governmental regulatory authority or a district attorney.

(3) All of the following, unless otherwise specified, apply in conducting investigations under this section:

(a) If questioned about his or her age during the course of an investigation, the minor shall state his or her true age.

(b) A minor may not be used for the purposes of an investigation at a retail outlet at which the minor is a regular customer.

(c) The appearance of a minor may not be materially altered so as to indicate greater age.

(d) A photograph or videotape of the minor shall be made before or after the investigation or series of investigations on the day of the investigation or series of investigations. If a prosecution results from an investigation, the photograph or videotape shall be retained until the final disposition of the case.

(e) A governmental regulatory authority shall make a good faith effort to make known to the retailer or the retailer's employee or agent, within 72 hours after the occurrence of the violation, the

results of an investigation, including the issuance of any citation by a governmental regulatory authority for a violation that occurs during the conduct of the investigation. This paragraph does not apply to investigations conducted under a grant received under 42 USC 300x-21.

(f) Except with respect to investigations conducted under a grant received under 42 USC 300x-21, all of the following information shall be reported to the retailer within 10 days after the conduct of an investigation under this section:

1. The name and position of the governmental regulatory authority employee who directly supervised the investigation.

2. The age of the minor.

3. The date and time of the investigation.

4. A reasonably detailed description of the circumstances giving rise to a violation, if any, or, if there is no violation, written notice to that effect.

(5) No evidence obtained during or otherwise arising from the course of an investigation under this section that is used to prosecute a person for a violation of s. 134.66 (2) (a) or (am) or a local ordinance adopted under s. 134.66 (5) may be used in the prosecution of an alleged violation of s. 125.07 (3).

(6) The department shall compile the results of investigations performed under this section and shall prepare an annual report that reflects the results for submission with the state's application for federal funds under 42 USC 300x-21. The report shall be published for public comment at least 60 days before the beginning of negotiations under sub. (7).

(7) The department shall strive annually to negotiate with the federal department of health and human services realistic and attainable interim performance targets for compliance with 42 USC 300x-26.

(8) A governmental regulatory agency that conducts an investigation under this section shall meet the requirements of sub. (3) (a) to (f) and the standards established by the department.

(9) The department shall provide education and training to governmental regulatory authorities to ensure uniformity in the enforcement of this subchapter.

(10) This section does not limit the authority of the department to investigate establishments in jurisdictional areas of governmental regulatory authorities if the department investigates in response to an emergency, for the purpose of monitoring and evaluating the governmental regulatory authority's investigation and enforcement program or at the request of the governmental regulatory authority.

(11) A person conducting an investigation under this section may not have a financial interest in a regulated cigarette and tobacco product retailer, a tobacco vending machine operator, a tobacco vending machine premises, or a tobacco vending machine that may interfere with his or her ability to properly conduct that investigation. A person who is investigated under this section may request the local health department or local law enforcement agency that contracted for the investigation to conduct a review under ch. 68 to determine whether the person conducting the investigation is in compliance with this subsection or, if applicable, may request the state agency or state law enforcement agency that contracted for the investigation to conduct a contested case hearing under ch. 227 to make that determination. The results of an investigation that is conducted by a person who is not in compliance with this subsection may not be used to prosecute a violation of s. 134.66 (2) (a) or (am) or a local ordinance adopted under s. 134.66 (5).

History: 1999 a. 9, 84, 185; 2001 n. 75; 2011 n. 249.

254.92 Purchase or possession of cigarettes or tobacco products by person under 18 prohibited.

(1) No person under 18 years of age may falsely represent his or her age for the purpose of receiving any cigarette, nicotine product, or tobacco product.

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(2) No person under 18 years of age may purchase, attempt to purchase, or possess any cigarette, nicotine product, or tobacco product except as follows:

(a) A person under 18 years of age may purchase or possess cigarettes, nicotine products, or tobacco products for the sole purpose of resale in the course of employment during his or her working hours if employed by a retailer.

(b) A person under 18 years of age, but not under 15 years of age, may purchase, attempt to purchase or possess cigarettes, nicotine products, or tobacco products in the course of his or her participation in an investigation under s. 254.916 that is conducted in accordance with s. 254.916 (3).

(2m) No person may purchase cigarettes, tobacco products, or nicotine products on behalf of, or to provide to, any person who is under 18 years of age. Any person who violates this subsection may be:

(a) Required to forfeit not more than \$500 if the person has not committed a previous violation within 30 months of the violation.

(b) Fined not more than \$500 or imprisoned for not more than 30 days or both if the person has committed a previous violation

within 30 months of the violation.

(c) Fined not more than \$1,000 or imprisoned for not more than 90 days or both if the person has committed 2 previous violations within 30 months of the violation.

(d) Fined not more than \$10,000 or imprisoned for not more than 9 months or both if the person has committed 3 or more previous violations within 30 months of the violation.

(3) A law enforcement officer shall seize any cigarette, nicotine product, or tobacco product that has been sold to and is in the possession of a person under 18 years of age.

(4) A county, town, village, or city may enact an ordinance regulating the conduct regulated by this section only if the ordinance strictly conforms to this section. A county ordinance enacted under this subsection does not apply within a town, village, or city that has enacted or enacts an ordinance under this subsection.

History: 1987 n. 336; 1991 n. 32, 95, 315; 1995 a. 352, s. 20; Stats. 1995 s. 938.983; 1999 n. 9 ss. 2485L, 3176m, 3176p to 3176s; 2001 a. 75; 2005 a. 25; 2011 a. 249.

The state regulatory scheme for tobacco sales preempts municipalities from adopting regulations that are not in strict conformity with those of the state. *U.S. Oil, Inc. v. City of Fond du Lac*, 199 Wis. 2d 333, 544 N.W.2d 589 (Cl. App. 1995), 95-0213.

Chapter DHS 140

REQUIRED SERVICES OF LOCAL HEALTH DEPARTMENTS

DHS 140.01 Authority and purpose.
 DHS 140.02 Applicability.
 DHS 140.03 Definitions.
 DHS 140.04 Level I local health department.

DHS 140.05 Level II local health department.
 DHS 140.06 Level III local health department.
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Note: Chapter DHS 140 was renumbered chapter DHS 140 under s. 13.92 (4) (b) 1., Stats., and corrections made under s. 13.92 (4) (b) 7., Stats., Register January 2009 No. 637.

DHS 140.01 Authority and purpose. This chapter is promulgated under the authority of s. 251.20, Stats., which directs the department to specify by rule required services for each of 3 levels of local health departments. Under s. 251.05 (2), Stats., all local health departments are to provide at least level I services, while level II and level III local health departments are to provide additional services.

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98.

DHS 140.02 Applicability. This chapter applies to the department and local health departments. Sections DHS 140.01 to 140.04 and 140.07 apply to all local health departments. Section DHS 140.05 applies to a level II local health department. Section DHS 140.06 applies to a level III local health department.

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98.

DHS 140.03 Definitions. In this chapter:

(1) "Community health assessment" means the regular, systematic collection, assembly, analysis and dissemination of information on the health of the community.

(2) "Department" means the Wisconsin department of health services.

(3) "Environmental health program" means the assessment, management, control and prevention of environmental factors that may adversely affect the health, comfort, safety or well-being of individuals within the jurisdiction of the local health department by individuals qualified under s. 440.98, Stats., and ch. DHS 139.

(4) "Epidemiological investigation" means the systematic examination and detailed inquiry into the circumstances and causal factors associated with a given disease or injury.

(5) "General public health nursing program" means the organization and delivery of public health nursing services by public health nurses qualified under s. 250.06 (1), Stats., and s. DHS 139.08 to individuals within the jurisdiction of the local health department.

(6) "Health promotion" means programs and services that increase the public understanding of health, assist in the development of more positive health practices and enhance or maintain the health of the community as a whole.

(7) "Human health hazard" means a substance, activity or condition that is known to have the potential to cause acute or chronic illness or death if exposure to the substance, activity or condition is not abated or removed.

(8) "Local health department" means an agency of local government that has any of the forms specified in s. 250.01 (4), Stats.

(9) "Local health officer" means the person in charge of a local health department who meets the qualifications and is responsible for carrying out the duties established under s. 251.06, Stats.

(10) "Other disease prevention" means programs and services that reduce the risk of disease, disability, injury or premature death

caused by such factors as risky behaviors, poor health practices or environmental agents of disease.

(11) "Public health system" means organized community efforts aimed at the prevention of disease and the promotion and protection of health, including activities of public and private agencies and voluntary organizations and individuals.

(12) "State health officer" means the individual appointed under s. 250.02 (1), Stats., by the secretary of the department to develop public health policy for the state and direct state public health programs.

(13) "Surveillance" means the ongoing systematic collection, analysis, and interpretation of data concerning disease, injuries or human health hazards, and the timely dissemination of these data to persons responsible for preventing and controlling disease or injury and others who need to know.

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98; corrections in (2), (3) and (5) made under s. 13.92 (4) (b) 6. and 7., Stats., Register January 2009 No. 637.

DHS 140.04 Level I local health department.

(1) **REQUIRED SERVICES.** A level I local health department shall assume leadership responsibility for developing and maintaining the public health system for the area of jurisdiction of the local health department and shall provide or arrange for provision of at least the following services:

(a) **Public health nursing services.** Nursing services through a general public health nursing program. Public health nurses who conduct the program may be directed by the appropriate local authority to do any of the following:

1. Participate in community health assessments; collect, review and analyze data on community health; and undertake case-finding to identify population groups, families and individuals at high risk of illness, injury, disability or premature death.

2. Participate and provide collaborative public health nursing expertise in the development of community plans that include identification of community health priorities, goals and objectives to address current and emerging threats to the health of individuals, families, vulnerable population groups and the community as a whole, and contribute to planning efforts that support community strengths and assets.

3. Participate in the development of programs and services for vulnerable population groups that are based on evaluation of surveillance data and other factors that increase actual or potential risk of illness, disability, injury or premature death.

4. Provide or arrange for the availability of services and actions to promote, maintain or restore health and prevent disease and injury that are directed at current and emerging needs of the community, vulnerable population groups and families and individuals referred by physicians and other health care providers, health maintenance organizations and other sources for health education or follow-up care.

5. Document and evaluate the responses of the community or vulnerable population groups to public health nursing services and actions directed at the community or those groups.

6. Provide or arrange for continuity of health care for individuals and families requesting or referred for nursing services and

provide them with or otherwise arrange for the availability of timely, cost-effective and quality nursing and clinical preventive services through all of the following:

a. Assessment of their current and emerging health care needs.

b. Development of effective, efficient and equitable nursing plans of care for families and individuals who will be receiving services for a period of time.

c. Implementation of nursing plans of care and collaboration with other agencies and organizations, as necessary, to achieve goals included in the plans of care.

d. Documentation and evaluation of the responses of families and individuals to public health nursing services and actions, in order to provide evidence of professional nursing services provided, determine progress toward goal achievement for a particular family or individual and provide a basis for updating that family's or individual's nursing plan of care.

Note: The Department recommends that local boards of health and other local governing authorities employ the public health nurse responsibilities set out in par. (a) as the basic framework for carrying out the statutorily mandated generalized public health nursing program.

(b) *Services to prevent and control communicable disease.* 1. Activities required of local health departments under ch. DHS 144, relating to immunization of students.

2. Activities required of local health officers under ch. DHS 145, relating to control of communicable diseases, including the conduct of epidemiological investigations as directed by the department and measures taken to prevent, exercise surveillance over and control diseases transmitted by animals and insects.

Note: Section 254.51, Stats., directs the Department to promulgate rules that establish measures for prevention, surveillance and control of human disease resulting from animal-borne and vector-borne transmission, and directs local health departments to enforce those rules. The particular diseases are included in the list of reportable communicable diseases in Appendix A to ch. DHS 145, and therefore local health officers are responsible under ch. DHS 145 for investigating those diseases and employing appropriate methods of control of them as they are for other communicable diseases covered by that chapter.

3. Maintenance of a surveillance system for communicable diseases reportable under ch. DHS 145.

(c) *Services to prevent other diseases.* Development and delivery of services to reduce the incidence or prevalence of the chronic diseases or injuries that are the leading causes of disability and premature death in the jurisdiction of the local health department, the chronic diseases or injuries for which resources are available to the local health department from the department or the chronic diseases or injuries identified through a community needs assessment under s. 251.04 (6) (a), Stats., as priority public health problems, or by the regular and systematic collection of information on the health of the community as required under s. 251.05 (3) (a), Stats. These services shall include all of the following:

1. Informing local elected officials, educators and the general public about the incidence and prevalence of these diseases and injuries in the community.

2. Disseminating department-endorsed prevention guidance related to these diseases and injuries, including information about behaviors known to reduce the risk of contracting them, and training interested members of the public in department-endorsed prevention techniques.

3. Arranging screening, referral and follow-up for population groups for which these activities are recognized by the department as effective in preventing chronic diseases and injuries.

4. Implementing measures or programs designed to promote behavior that is known to prevent or delay the onset of chronic disease or prevent or ameliorate injuries.

(d) *Services to promote health.* Disseminate information to the community or ensure that information is disseminated to the community about the causes, nature and prevention of diseases and health conditions prevalent in the community or for which the incidence could become significant in the community, and about how to maintain and improve health.

(e) *Abatement or removal of human health hazards.* 1. Pursuant to s. 251.06 (3) (f), Stats., investigate and supervise the sanitary conditions of all premises within the local health department's jurisdictional area.

2. Pursuant to s. 254.59, Stats., order the abatement or removal of human health hazards found on private premises and, if an owner or occupant fails to comply, enter the premises and abate or remove or contract for the abating or removal of the human health hazard. As permitted under s. 254.593, Stats., the local health department may declare that specified housing that is dilapidated, unsafe or unsanitary is a human health hazard and proceed in accordance with s. 254.59, Stats., to have the human health hazard abated or removed.

(f) *Services to prevent the future incidence of occupational disease, environmental disease and human health hazard exposure.* Reporting and investigation of occurrences of occupational disease, environmental disease or exposure to a human health hazard, as required by any rules the department may promulgate under ss. 250.04 (7) and 254.02 (5), Stats.

(2) *OPTIONAL SERVICES.* A level I local health department may provide any services, in addition to the services required under sub. (1), that a level II local health department is required to provide under s. DHS 140.05 or a level III local health department is required to provide under s. DHS 140.06.

(3) *ANNUAL REPORTS.* Within 120 days after the close of the calendar year, a level I local health department shall submit the following reports to the department:

(a) A copy of the local health department's annual report for the preceding calendar year, if required by the local governing body.

(b) Annual survey of local health departments for the Wisconsin public health data system in a format prescribed by the department.

(c) A report, in a format prescribed by the department, on the activities of the local health department for the preceding calendar year, including a narrative which describes the progress and performance toward achieving the objectives that the local health department has identified as part of its community health assessment process.

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98; corrections in (1) (b) made under s. 13.92 (4) (b) 7., Stats., Register January 2009 No. 637.

DHS 140.05 Level II local health department.

(1) *REQUIRED SERVICES.* A level II local health department shall do all of the following:

(a) Provide or arrange for provision of all services required under s. DHS 140.04 for a level I local health department.

(b) Provide or arrange for the provision of services that address at least one objective from each section of sections 2 to 8 of *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*, published in February 1990 by the Wisconsin division of health. A level II local health department shall show evidence of all of the following:

1. That each objective has been selected through a process which is based on assessed need, incorporates the views of citizens and leaders from the public and private sectors of the community, and formally recognizes that the objective is a public health priority for the community.

2. That the local health department has identified resources or services which it will commit to achieving the objectives.

3. That contemporary public health practices of proven merit are being used to provide services to the community to achieve the objectives.

4. That the local health department has established a process whereby it will evaluate and report to the community on progress and performance toward achieving the objectives.

Note: The publication, *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*, may be consulted at the offices of the Department's Bureau of Public Health, the Legislative Reference Bureau or at any public library.

(2) **OPTIONAL SERVICES.** A level II local health department may provide any services, in addition to the services required under sub. (1), that a level III local health department is required to provide under s. DHS 140.06.

(3) **ANNUAL REPORTS.** Within 120 days after the close of the calendar year, a level II local health department shall submit the following reports to the department:

(a) A copy of the local health department's annual report for the preceding calendar year, if required by the local governing body.

(b) Annual survey of local health departments for the Wisconsin public health data system in a format prescribed by the department.

(c) A report, in a format prescribed by the department, on the activities of the local health department for the preceding calendar year, including a narrative which describes the progress and performance toward achieving the objectives identified as part of its community health assessment and that are linked to one objective from each section of sections 2 to 8 of *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*.

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98.

DHS 140.06 Level III local health department.

(1) **REQUIRED SERVICES.** A level III local health department shall do all of the following:

(a) Provide or arrange for provision of all services required under s. DHS 140.04 for a level I local health department.

(b) Provide or arrange for the provision of services that address at least 3 objectives from each section of sections 2 to 8 of *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*, published in February 1990 by the Wisconsin division of health. A level III local health department shall show evidence of all of the following:

1. That each objective has been selected through a process which is based on assessed need, incorporates the views of citizens and leaders from the public and private sectors of the community, and formally recognizes that the objective is a public health priority for the community.

2. That the local health department has identified resources or services which it will commit to achieving the objectives.

3. That contemporary public health practices of proven merit are being used to provide services to the community to achieve the objectives.

4. That the local health department has established a process by which it will evaluate and report to the community on progress and performance toward achieving the objectives.

Note: The publication, *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*, may be consulted at the offices of the Department's Bureau of Public Health, the Legislative Reference Bureau or at any public library.

(c) Conduct inspections and investigations, issue permits and enforce the department's environmental sanitation rules, chs. DHS 172, 175, 178, 195, 196, 197 and 198, upon entering into an agreement with the department under s. 254.69, Stats., and ch. DHS 192 to serve as the department's agent for this purpose in the local health department's area of jurisdiction.

(e) Conduct an environmental health program as directed by the local board of health or other local governing body. Environmental health staff who conduct the program may be directed by the appropriate local authority to do any of the following:

1. Participate in community health assessments; collect, review and analyze environmental and community health data; and undertake management, control and prevention of environmental factors that may adversely affect the health, safety or well-being of individuals or the community.

2. Participate and provide collaborative environmental health expertise in the development of community plans that include

identification of community health priorities, goals and objectives to address current and emerging environmental threats to the health of individuals, families, vulnerable population groups and the community as a whole, and contribute to planning efforts that support community strengths and assets.

3. Provide or arrange for the availability of services authorized under ch. 254, Stats., such as for toxic substances, indoor air quality, animal borne or vector borne disease and human health hazards.

4. Implement agreements with state agencies to provide or arrange for environmental health services authorized under state statute such as for administering state rules governing retail food establishments, private wells, safe drinking water, rabies prevention and air pollution control.

5. Document findings, recommendations and requirements based on environmental health inspections and inquiries.

6. Administer regulations adopted and designated by the board of health or other local governing body.

Note: The Department recommends that local boards of health and other local governing authorities employ the environmental health staff responsibilities set out in par. (e) as the basic framework for carrying out the required environmental health program.

(f) Provide or arrange for public health laboratory services appropriate to local health department resources and services that support current and emerging threats to the health of the community that are consistent with current state and federal rules governing public health laboratories.

(2) **ANNUAL REPORTS.** Within 120 days after the close of the calendar year, a level III local health department shall submit the following reports to the department:

(a) A copy of the local health department's annual report for the preceding calendar year, if required by the local governing body.

(b) Annual survey of local health departments for the Wisconsin public health data system in a format prescribed by the department.

(c) A report, in a format prescribed by the department, on the activities of the local health department for the preceding calendar year, including a narrative which describes the progress and performance toward achieving the objectives identified as part of its community health assessment and that are linked to 3 objectives from each section of sections 2 to 8 of *Healthier People in Wisconsin: A Public Health Agenda for the Year 2000*.

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98; corrections in (1) (c) and (d) made under s. 13.92 (4) (b) 7, Stats., Register January 2009 No. 637; (1) (d) renun. to SPS 221.065 under s. 13.92 (4) (b) 1, Stats., Register December 2015 No. 720.

DHS 140.07 Designation of level of local health department.

(1) Under the authority of s. 251.20 (1), Stats., the department shall direct a process to formally review the operations of all local health departments in a county or municipality at least every 5 years. A review of the operations of a local health department shall result in a written finding issued by the state health officer as to whether the local health department satisfies the requirements for a level I, II or III local health department.

(2) In directing the review under sub. (1), the state health officer shall use department personnel and other appropriate local health officials who have expertise in the field of public health and are knowledgeable about the requirements for local health departments.

(3) The written finding under sub. (1) shall include any recommendations for improvement in staffing, functions and practices.

(4) When the written finding under sub. (1) is that a local health department meets the requirements for a level I, II or III local health department, the finding shall be in force for 5 years, unless the governing body of the county or municipality takes action which would change the findings of the review.

(5) When the written finding under sub. (1) is that a local health department does not meet the requirements for a level I

local health department under s. 251.05 (2) (a), Stats., and s. DHS 140.04, the department shall do all of the following:

(a) Inform the governing body of the county or municipality in writing of the finding and allow the governing body a period of time, as determined by the state health officer but not to exceed one year, to correct the identified deficiencies.

(b) Provide necessary technical assistance to help the governing body of the county or municipality remedy the identified deficiencies so that the local health department will comply with all

level I local health department staffing functions and practices.

(c) Conduct a formal review to ensure that the deficiencies have been corrected. If the deficiencies are not corrected, the department shall take appropriate action under s. 250.04 (2) or 252.03 (3), Stats.

(6) A local health department established under ch. 251, Stats., shall be presumed to be a level I local health department until found by the department to be otherwise following a review under sub. (1).

History: Cr. Register, July, 1998, No. 511, eff. 8-1-98.

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**WOOD COUNTY ORDINANCE #301
WOOD COUNTY PUBLIC HEALTH ORDINANCE**

SECTION 1--GENERAL PROVISIONS

CHAPTER 301 .01 TITLE.

This ordinance shall be referred to as the Wood County Public Health Ordinance.

CHAPTER 301.02 ADMINISTRATION.

This ordinance shall be administered by the Health and Human Services Committee and its authorized representatives, in cooperation with the appropriate state agencies.

CHAPTER 301.03 INTERPRETATION.

The provisions of this ordinance shall be held to be minimum requirements, and shall not be deemed a limitation or repeal of any power granted by law.

CHAPTER 301.04 AUTHORITY.

This ordinance is adopted pursuant to the authority granted by law including Sections 59.70, 59.54, 66.0119 and 66.0417, 93, 97, 101.935, 250, 251, 252, 254, 463 and 823, Wisconsin State Statutes, and as further updated or modified by the Wisconsin State Legislature.

CHAPTER 301.05 PURPOSE.

The purpose of this ordinance is to protect the public health, safety, environment and general welfare of the people of Wood County.

CHAPTER 301.06 VALIDITY.

Should any section, clause or provision of this Ordinance be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole, or any part thereof, other than the part so declared to be invalid.

CHAPTER 301.07 DEFINITIONS

- 1) **HEALTH AND HUMAN SERVICES COMMITTEE** - Refers to the Wood County Health and Human Services Committee and its authorized representatives.
- 2) **COUNTY** - Refers to Wood County, Wisconsin.
- 3) **DEPARTMENT** - Refers to the Wood County Health Department and its employees.
- 4) **HEALTH HAZARD** - Health Hazard means a substance, activity or condition that is known to have the potential to cause acute or chronic illness, to endanger life, to generate or spread infectious diseases, or to cause a negative impact on the health of the public.

Health Hazards include the following:

- A. All decayed or unwholesome food offered for sale to the public.
- B. All diseased animals with the potential for transmission of disease to humans.
- C. Carcasses of dead animals not buried, properly composted, or disposed of using an approved disposal method within 24 hours after death.
- D. Accumulations of manure, rubbish, garbage, refuse and human and industrial or noxious or offensive waste, except the normal storage on a farm of manure for agricultural purposes.
- E. Privy vaults or garbage cans which are not fly-tight.
- F. The pollution of any well, groundwater aquifer, or body of water by sewage or industrial wastes, fertilizers and toxic pesticides, or other substances harmful to human beings.
- G. Dense smoke, noxious fumes or odors, gas and soot, or cinders in unreasonable quantities, or the presence of any gas, vapor, fume, smoke, dust, toxic pesticides by drift or overspray, or any other toxic substance on, in or emitted from the equipment of any premises in quantities sufficient to be toxic, harmful or injurious to the health of any employee or to any premises, occupant, or to any other Person.
- H. All infestations of vermin that may be involved in the transmission of communicable disease, and infestations of pests of significant public health importance.
- I. The keeping of animals or fowl in close proximity to residences, schools, hospitals, public or semi-public buildings, playgrounds, parks, and other public places, except pet cats and dogs, animals in public or Licensed zoos, farm animals on farms and any animals or fowl in laboratories.
- J. To rent, lease, or use quarters for human habitation, which are declared unfit for human habitation by the Department. For the purpose of this document, "unfit for

human habitation" includes, but is not limited to meaning lacking potable water, a properly designed and functioning waste water disposal system, or an adequate and functioning heating system.

K. All other acts, practices, conduct, businesses, occupations, callings, trades, uses of property, and all other things detrimental to the health of the inhabitants of Wood County, Wisconsin.

- 5) PERMIT/LICENSE - The terms "Permit" and "License" are synonymous and used interchangeably. Both refer to a document issued by the Environmental Health Section of the Wood County Health Department to allow the operation of a Public Facility.
- 6) PERSON - Any individual, firm, institution, corporation, society, or other entity.
- 7) PUBLIC FACILITY - Any facility used by the public that requires a Permit under this ordinance or a state code adopted by reference. "Public Facility or Establishment" means any facility or establishment used by the general public that requires a Permit or License under this regulation, a Wisconsin Administrative Code, or a Wisconsin State Statute adopted by reference in this legislation.

SECTION 2. ADMINISTRATION.

CHAPTER 301.08 DUTIES AND POWERS OF THE DEPARTMENT.

- A. To ensure compliance to the purpose of this ordinance and applicable laws.
- B. To issue and deny Licenses in compliance with this ordinance.
- C. To maintain records of Public Facilities, inspections made, and other official actions.
- D. To enforce the provisions of this ordinance and applicable laws.
- E. To enter any structure or premise, during reasonable hours, to perform inspections to determine compliance with this ordinance. In the event that an owner or occupant, or user, a person with authority, or mortgage holder refuses entry, an inspection warrant under Sec. 66.0119 Wisconsin Statutes may be obtained.
- F. To order abatement or correction of any human Health Hazards. In the event the Person made an unsuccessful personal attempt to abate the Health Hazard, the Department may order the Person to hire a licensed or certified professional to do so.
- G. To License any Public Facility as provided in this ordinance.
- H. To prohibit the use of a Public Facility, until it has been inspected and a License issued.

- I. To revoke or suspend the License of a Public Facility which has been determined to present a potential for a Health Hazard, or is in non-compliance with this ordinance.
- J. Any action authorized under law to insure compliance with the purpose of this ordinance.
- K. To deny a License to anyone who hinders the inspection of a facility or fails to pay a License or inspection fee.

SECTION 3. ENFORCEMENT.

CHAPTER 301.09 ORDERS.

When a violation of this ordinance occurs, the Department may issue a written order. The order shall specify the violation, the steps to abate the violation, and a time period ranging from immediate steps to protect the public, to up to 30 days for abatement.

CHAPTER 301.10 NON-COMPLIANCE WITH ORDER.

If a Person does not comply with an order of the Department or Health and Human Services Committee, the Person may be subject to one or more of the following actions:

- A. Initiation of legal action seeking a court imposed forfeiture and/or imprisonment.
- B. Initiation of legal action seeking injunctive relief to abate the violation and/or correct the damage created by the violation.
- C. Suspension or revocation of a County-issued Permit.
- D. Any other action authorized by applicable laws as deemed necessary by the Department or Health and Human Services Committee.

CHAPTER 301.11 INITIATION OF LEGAL ACTION.

Legal action, when requested by the Health and Human Services Committee shall be initiated by the Wood County Corporation Counsel, or referred to the Wood County District Attorney.

SECTION 4. FINES AND PENALTIES.

CHAPTER 301.12 FORFEITURE.

Any PERSON who maintains a Health Hazard as declared in this Ordinance or who violates any of the provisions in this Ordinance, as specifically set forth herein or as incorporated herein by reference, shall forfeit not less than \$100.00 and not more than \$1000.00 for each violation. Each day that a violation exists shall constitute a separate offense.

SECTION 5. DEPARTMENT FEES

CHAPTER 301.13 FEE REVIEW

The Wood County Health and Human Services Committee shall review and set Department fees.

SECTION 6. ADOPTION OF WISCONSIN ADMINISTRATIVE CODES

It is the intention of the Wood County Health and Human Services Committee and the Department that any changes to and renumbering of the adopted provisions are similarly adopted by Wood County.

CHAPTER 301.14 PUBLIC SWIMMING POOLS AND WATER ATTRACTIONS.

- 1) Chapter SPS 390, WI Adm. Code, entitled "Design and Construction of Public Swimming Pools and Water Attractions" and Chapter ATCP 76, WI Adm. Code, entitled "Chapter ATCP 76 Safety, Maintenance and Operation of Public Pools and Water Attractions" are hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.
- 3) If any city or village becomes an agent under S.97.615 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.
- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

CHAPTER 301.15 RECREATIONAL AND EDUCATIONAL CAMPS.

- 1) Chapter ATCP 78, WI Adm. Code, entitled "Chapter ATCP 78 Recreational and Educational Camps", is hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.

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- 3) If any city or village becomes an agent under S.97.615 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.
- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

CHAPTER 301.16 MANUFACTURED HOME COMMUNITIES.

- 1) Chapter SPS 326 WI Adm. Code, entitled "Chapter SPS 326 Manufactured Home Communities", is hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.
- 3) If any city or village becomes an agent under S.101.935 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.
- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

CHAPTER 301.17 CAMPGROUNDS.

- 1) Chapter ATCP 79, WI Adm. Code entitled "Chapter ATCP 79 Campgrounds", is hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.
- 3) If any city or village becomes an agent under S.97.615 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.
- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License

CHAPTER 301.18 HOTELS, MOTELS, TOURIST ROOMING HOUSES.

- 1) Chapter ATCP 72, WI Adm. Code, entitled "Chapter ATCP 72 Hotels, Motels, and Tourist Rooming Houses", is hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.
- 3) If any city or village becomes an agent under 97.615 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.

- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

CHAPTER 301.19 BED AND BREAKFAST ESTABLISHMENTS.

- 1) Chapter ATCP 73, WI Adm. Code, entitled "ATCP 73 Bed and Breakfast Establishments" is hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.
- 3) If any city or village becomes an agent under S.97.615 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.
- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

CHAPTER 301.20 TATTOOING AND BODY PIERCING.

- 1) Chapter SPS 221, WI Adm. Code, Entitled "Chapter SPS 221 Tattooing and Body Piercing," is hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation.
- 3) Any other activity, such as branding, scarification, micro dermal anchors, or implantation; that does not fall under the definition of tattooing or body piercing, is prohibited unless performed by a licensed physician.
- 4) If any city or village becomes an agent under s. 463.16 Stats., then the provisions of this Section shall not apply in that agent's jurisdiction.
- 5) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

CHAPTER 301.21 RETAIL FOOD ESTABLISHMENTS.

- 1) Chapter ATCP 75 and ATCP 75 Appendix A—Wisconsin Food Code, Wis. Adm. Code, entitled "Retail Food Establishments," are hereby adopted by reference.
- 2) Annual Licenses shall be issued and fees collected prior to operation
- 3) If any city or village becomes an agent under s. 97.41 Stats., then the provisions of

this Section shall not apply in that agent's jurisdiction.

- 4) Only a Person who complies with the requirements of this ordinance and applicable regulations of other governmental entities shall be entitled to receive or retain a License.

SECTION 7. ADOPTION OF U.S. PUBLIC HEALTH SERVICE 2013 FDA FOOD CODE

CHAPTER 301.22 2013 FDA Food Code

- 1) Section 8-5 of the U.S. Public Health Service 2013 FDA Food Code "Prevention of Foodborne Disease Transmission by Employees" is hereby adopted by reference.

NOTE: The Wood County Public Health Ordinance was adopted on September 13, 1983, and was last approved on 6/21/2016 to be effective 7/1/2016.

Nitrate in Private Well Water

Drinking water with high levels of nitrate is unsafe for everyone, but especially for babies (less than 6 months old) and pregnant women.

Test Your Well for Nitrate Every Year

Because **you cannot smell, taste, or see nitrate in your water**, the DNR (Department of Natural Resources) recommends that you test for nitrate at least once a year.

Test more often if:



Babies or pregnant women use the water.

You notice a change in color, taste, or smell of the water.

A new well is built.

You have not tested your well in the past five years.

Test right away

Test twice a year
(two tests, done 6 months apart)

Nitrate has been found in wells in every county in Wisconsin

Nitrate naturally occurs in plants and animals. Nitrate can enter groundwater from fertilizers and animal and human waste (poop).

Understand Your Well Test Results

As a well owner, you are responsible for your own water.

Your local health department can help explain your test results and options for fixing and improving your well.

If your nitrate-nitrogen level is:



0-10 mg/L

Water is safe for drinking, preparing food, showering, and household chores.



More than 10 mg/L

Women who are or may become pregnant and babies should **immediately** stop using the water for drinking and preparing foods that use a lot of water like infant formula, soup, and rice. Do not boil the water.



Everyone else should avoid long-term use of water for these purposes.



Everyone can use the water for other activities like showering and household chores.

Take Action to Fix Your Well!

The next page has options for keeping you and your family safe. Remember to regularly test your water as it can change over time.

WISCONSIN DEPARTMENT OF HEALTH SERVICES
Division of Public Health | Bureau of Environmental and Occupational Health
www.dhs.wisconsin.gov/eh | dhsenvhealth@wi.gov
P-02128 (04/2018)



Steps to take if your well has high nitrate:

1. Retest your well to confirm results

- Collect a second sample (called a “confirmation sample”) to determine if the first result is accurate.
- Consider testing for pesticides as they can be found in wells with high nitrate.

2. Inspect your well

- Inspect the seal on the well cap and the above-ground casing for holes or other signs that surface contaminants may be entering the well.
- Consider having the well inspected by a [licensed well driller or pump installer](#).

3. Protect your well from nitrate contamination

- Reduce your fertilizer use.
- Make sure your septic system is well maintained and pumped regularly to prevent overflow.

4. Use a safe water source

Use bottled water or water from a well without a nitrate problem for drinking and preparing food until you find a long-term solution. Do not boil the water from your well as this does not remove the nitrate.

5. Find a long-term solution

The following are long-term solutions to find a way to drink safe water.

\$\$ Install a water treatment system

- Work with a water treatment professional to select a [certified treatment device](#). DNR approval may be required before installing a water treatment system.
- These systems require regular maintenance and testing to ensure they are working properly.
- **Point of Use (POU)** systems treat water coming from one faucet like a kitchen sink, but can use a lot of water and are not as effective with high levels.
- **Point of Entry (POE)** systems treat all water coming into the house and provide safe drinking water throughout the house.

\$\$\$ Drill a New Well

- A new well is often a permanent solution, although there is no guarantee that it will be free from contaminants. It is always important to work with a [licensed well driller](#).
- Financial help may be available in limited situations. Check out DNR's [Well Compensation Grant Program](#) for more information.

\$\$\$ Connect to a Public Water Supply or Community Well

- Connecting to a public water supply can provide a permanent safe water supply; however, annexation may be required. Contact your local government with questions.
- Connecting to a community well can also provide a permanent safe water supply where costs for maintaining and testing the well are shared by multiple families.

For more information on safe drinking water, visit DHS' [water page](#).

For more information on well construction and other safe water tips, visit DNR's [well page](#).

DAILY TRIBUNE

SATURDAY, AUGUST 4, 2018 ■ WISCONSINRAPIDTRIBUNE.COM

PART OF THE USA TODAY NETWORK

Farmers offer clean water at polluted wells

Karen Madden
Wisconsin Rapids Daily Tribune
USA TODAY NETWORK - WISCONSIN

ARMENIA - Three large-scale farms in the northern Juneau County area say they have joined together to help supply clean, safe water to residents with high nitrate levels in their wells.

Wysocki Produce Farms, B&D Farms and Okray Farms have formed the Armenia Growers Coalition, said Tim Huffcutt, Wysocki Produce Farms spokesman. The farms recognize people are concerned about elevated levels of nitrates found in some wells in the Ar-

menia area, Huffcutt said in a news release issued Friday.

Those concerns ramped up this year after homeowners in the northern Juneau County town of Armenia and southern Wood County town of Port Edwards complained that their water supplies were tainted.

Seven teams of county employees visited 104 homes — 86 in Juneau County and 14 in Wood County — to collect water samples for testing. Results showed 42 percent of the samples had more than 10 milligrams per liter of nitrates, the maximum amount considered safe for human consumption.

About 24 percent of the wells had more than 20 milligrams per liter.

Specialists involved in the testing project said it's difficult to tell whether those nitrates came primarily from neighboring farms — manure and other fertilizers are known to produce heavy nitrate levels — but that will be part of an Environmental Protection Agency report that is expected soon.

The Armenia Growers Coalition is talking with homeowners in the affected area and discussing ways to make sure the water meets state and federal standards, Huffcutt said. The discussions include installing water treatment

systems at individual homes that will be effective as long as wells are compliant with local codes and the systems are properly installed by licensed plumbers. The treatment system would be installed at no cost to the homeowners, Huffcutt said.

"The cause (of the high nitrate levels) is possibly due to legacy farming practices from decades ago, and this topic certainly deserves more discussion," Huffcutt said in the news release. "But, at this time, the coalition believes it is important to take immediate action to

See WATER, Page 2A

Water

Continued from Page 1A

provide impacted households with clean and safe drinking water."

The farms also will provide bottled water for those people who decided to have a water treatment system installed, Huffcutt said.

During a July 17 meeting, a specialist from the University of Wisconsin-Stevens Point said the water treatment systems cost about \$800 up front and about \$100 a year afterward. Bottled water also can cost a family hundreds of dollars a year, and digging deeper wells can cost thousands and still might not

prevent high nitrate levels, experts said.

The offer to provide bottled water and a treatment system "is a sincere effort to provide public assistance," Huffcutt said. People who accept the offer will not be required to sign or pledge anything giving up their rights to take legal action in the future, he said.

"Our coalition's employees and their families also live in this area, and our common interest is providing solutions so that clean water is available for all impacted homes," the coalition news release said. "We're committed to responding to these concerns, working with our neighbors to provide assistance and developing a long-term solution that can be implemented."

The Wood and Juneau county health departments plan to do additional testing of wells this fall.

DATE: July 26, 2018

PLACE: Wood County Annex & Health Center Classroom – Marshfield

PRESENT: Donna Rozar, Adam Fischer, Marion Hokamp, Jessica Vicente, Lori Slattery-Smith, R.N., Tom Buttke; Eric Quivers, M.D., Mark Holbrook (joined during agenda item 8), Al Breu (joined during agenda item 10),

EXCUSED: Rock Larson

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordon Bruce (joined via phone), Cindy Robinson, Jo Timmerman, Stephanie Gudmunsen, Lee Ackerman, Travis Gaetz, Liz Masanz (Human Services); Sue Kunferman, Kathy Alft (Health Department); Bill Clendenning (County Board Supervisor)

1) Call to Order

Meeting called to order at 5:00 p.m. by Chair Rozar

2) Quorum

Rozar declared a quorum.

3) Public Comments

Travis Gaetz was introduced. Travis accepted the Human Services Deputy Director position in July.

4) Tour of Crossroads Unit

Lee Ackerman and Liz Masanz led the Committee with a tour of Crossroads Unit.

5) Consent Agenda

Cindy Robinson provided a correction to her report, noting the number of admissions was 14 (not 48). Motion (Fischer/Buttke) to approve the consent agenda with that correction. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

- n/a

**7) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center
Quarterly Reports – Veterans Service, Health Department**

Department staff answered specific questions regarding information in the financial statements and quarterly reports.

8) Crossroads Unit CIP Request

Jordon Bruce described CIP request priorities. Jordon noted the Crossroads Unit remodel work could be completed over time and requested support for Phase I at this time. Jordon also described start-up costs for the additional Crossroads Unit and noted there is no CIP budget for this work. A resolution would be necessary to fund the start-up costs using contingency. Jordon explained how the unit would need to remain operational during construction. Lee Ackerman provided input regarding planning timelines.

Motion (Fischer/Holbrook) directing Norwood staff to bring a resolution to the HHSC August committee meeting using contingency for start-up costs not to exceed \$46,000. Motion (Fischer/Holbrook) to amend to take the resolution directly to the Executive Committee. Vote called for the amendment. All ayes. Motion passes. Vote called for amended motion. All ayes. Amended motion passes.

Motion (Fischer/Hokamp) to request from Executive Committee, placement of \$125,000 back in 2019 CIP for Crossroads Unit remodel. All ayes. Motion carried.

9) Financial projections from Crossroad 2 Unit

Jordon Bruce shared details with financial projections of Crossroads 2 Unit.

10) Resolution for extension of lease of county-leased space in City Hall Plaza, Marshfield

Rozar presented a resolution authorizing HHSC to negotiate extension of existing lease agreement for space in City Hall Plaza. The Committee discussed options for extending the leased 4th floor space in City Hall. There was additional discussion regarding relocation of Cornerstone. Motion (Holbrook) to approve the resolution to negotiate a lease extension for the Human Services Department's continued use of the Marshfield City Hall. Motion withdrawn. Motion (Holbrook/Breu) to approve the resolution for negotiation of extension of county-leased space authorizing the Human Services Director to enter into negotiation with the City of Marshfield. 8 ayes, 1 abstain. Motion carried. (Buttke abstained – City Council Alderman)

11) Human Services update on transition plan for outpatient psychiatric services

Brandon Vruwink and Stephanie Gudmunson provided an update of the transition plan for outpatient psychiatric services given the upcoming retirement of Dr. Andrews. Challenges with filling the vacancy was also addressed.

12) Edgewater Haven FTEs for TBI unit

Cindy Robinson shared FTE requests (2 LPN, 3 RN, 4 CNA) for the TBI unit relocating to Edgewater Haven. Edgewater will cross-train all staff in order to keep additional FTEs to a minimum. Motion (Buttke/Breu) to approve the 9 FTE position requests for Edgewater Haven. All ayes. Motion carried.

13) Transfer of beds from Edgewater Haven to Norwood

Jordon Bruce explained the need to transfer beds from Edgewater Haven to Norwood, and the costs associated with the move. Motion (Hokamp/Fischer) to move four beds from Edgewater Haven to Norwood effective immediately. All ayes. Motion carried.

14) Health Department presentation of Workforce Development Plan

Sue Kunferman shared the Health Department Workforce Development Plan and how opportunities for continuing education focus on competency assessments of staff.

15) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

16) Items for Future Agenda

The Chair noted items for future agendas.

17) Next Meeting(s)

- August 15, 2018, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards (special meeting for purpose of reviewing Human Services budgets – Community, Norwood, and Edgewater Haven)
- August 23, 2018, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards (regularly scheduled Committee meeting includes review and approval of Veterans Service and Health Department budgets)

18) Closed Session

Motion (Fischer/Slattery-Smith) to convene into closed session pursuant to 19.85(1)(c) Wis. Stats. to consider performance evaluation data of an employee for whom the Committee has jurisdiction, and pursuant to 19.85(1)(e) Wis. Stats. for competitive or bargaining reasons to discuss locum utilization for Psychiatric Hospital. Rozar: Aye, Fischer: Aye, Breu: Aye, Hokamp: Aye, Holbrook: Aye, Slattery-Smith: Aye, Buttke: Aye, Vicente: Aye, Quivers: Aye. Motion carried. The Committee went into closed session at 7:25 p.m.

19) Open Session

Motion (Buttke/Breu) to return to open session at 7:44 p.m. All ayes. Motion carried.

20) Adjourn

Rozar declared the meeting adjourned at 7:45 p.m.

Minutes taken by Kathy Alft and reviewed by Adam Fischer, secretary.

Minutes subject to Committee approval

Adam Fischer, secretary
Health and Human Services Committee

**Wood County Human Services Department
Minutes of Public Hearing on 2019 Budget
August 7, 2018 1-2pm**

Present: Donna Rozar, Health & Human Services Committee (HHSC) Chair; Brandon Vruwink, Director of Wood County Human Services Department (WCHSD); Travis Gaetz, Deputy Director of WCHSD; Stephanie Gudmunsen, Behavioral Health Division Administrator WCHSD; Adam Fischer, Wood County Board and HHSC member; Mark Holbrook, Wood County Board and HHSC member; Jordon Bruce, WCHSD Norwood Health Center Administrator; Dawn Schmutzer, WCHSD Executive Administrative Assistant; Mary Nennig, CCS/CSP Social Worker WCHSD; citizens and consumers (sign-in sheet attached to minutes)

Meeting called to order by Chair Rozar at 1 p.m.

Rozar introduced herself. Brandon Vruwink introduced himself. All present stated their names and titles/representation.

Donna reviewed the 2019 budgetary process, specifically within the HSD and then how the budget moves through the Executive Committee before being finalized in September and October with approval by the Wood County Board in November.

Brandon provided an overview of the budget in regard to the County Board Chair's parameter letter. This letter asks for a 1% decrease in Tax Levy, a cost of living increase for staff, and a 7.5% health insurance premium increase. The WCHSD will need to look at all revenue streams and funding from federal and state sources.

The Director's office is open for comments, concerns, and recommendation from the public. The public is also invited to attend any of the monthly HHSC meetings. Times and locations of these meetings are posted on the Wood County website.

Public Comments

A current WCHSD staff spoke on behalf of some consumers. Comments include: I like the program a lot and want to keep it going; the people provide great support and service for me; you saved my life; the new River Block Drop-In area is wonderful, it is twice the size and used more often; and having the Club Houses is amazing.

Club House representative asked to be able to send over the statistics from the Club Houses so the HHSC could see how impactful they are to the consumers. Email address was provided.

An advocate for mental health services stated that he would like to see a meeting each year that is for the public to bring their concerns, comments, and recommendations to the HHSC. A few years ago there was a great dialogue at this meeting. Then the next year, there was none. These meetings are intimidating for the public, so another meeting just for concerns and explanations of services provided would be very beneficial.

Question about the old 12th Street building--No decision has been made on the future of that building or property.

Brandon stated he and other Division Administrators are open to meetings for discussing concerns. These meetings can be 1-on-1 or in a group setting. If the meeting is open to the public, notices will be posted on the County website and passed along to the Club Houses to post.

In addition, Human Services (HS) is not planning to cut any services, but also will not be able to expand services due to budgetary constraints.

Donna stated how the County is an arm of the state and not allowed to do anything the State does not approve of first. Furthermore, she stated staff is the greatest asset we have in the County and thanked everyone who shows dedication by providing support for our consumers. Donna also stated she knows that the programs we provide benefit the consumers, and that the HHSC will do their best with available resources to support clients of the Wood County Human Service Department.

Adam expressed his appreciation to everyone who provided feedback today and thanked all the staff for their hard work.

A suggestion of having a once a year (or more often) group to tell success stories was presented.

Staff praised the Club Houses and Group Homes for their work with clients. If the County did not help fund these places, there would be an increased cost for consumers who would then have to be hospitalized.

Rozar declared the meeting adjourned at 1:44 p.m.

Recorder: Dawn Schmutzer

WOOD COUNTY HUMAN SERVICES DEPARTMENT
PUBLIC HEARING ON 2019 BUDGET

Tuesday, August 7, 2018

Wood County River Block – 3rd Floor Health Dept EOC, Room 365

Please indicate if you are a
Consumer, Provider, Board
Member or the Public

Please PRINT Name

- 1 Matt Harwood
- 2 JEFF SUTOR
- 3 Rick Humphreys
- 4 Traus Gaetz
- 5 Brandon Vruwink
- 6 DONNA ROZAR
- 7 Dawn Schmutzer
- 8 Stephanie Gudmunson
- 9 Jordan Bruce
- 10 Robyn Davahne
- 11 Jane Moore
- 12 Mary Nennig
- 13 Adam Fischer
- 14 _____
- 15 _____
- 16 _____
- 17 _____
- 18 _____
- 19 _____
- 20 _____

Consumer

CONSUMER

advocate

Dep. Director HSD

Director HSD

Co Bd Supervisor

WCHSD

WCHSIS

Norwood

MILC/RCC

WCHS consumer

WCHS CSP social worker

WCB Dist. #5

Health Department Report **August 23, 2018**

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

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- By the time of our meeting, we will have uploaded all of the required documentation for our national reaccreditation requirements. I want to thank Kathy Alft for her extensive work on this. She certainly carried a heavy load in assuring our documentation was formatted, complete, scanned, saved, and uploaded correctly.
- Nancy Eggleston and I have been continuing to work with partners on the groundwater contamination issues in northern Juneau and southern Wood Counties. I have included this as an agenda item this month to provide you with a more thorough update and answer questions you may have.
- As Co-Chair of the WI Public Health Association and WI Association of Local Health Departments and Boards Joint Public Affairs Committee, I have been facilitating our discussions as we set our legislative priorities for the next session. Our focus will be in areas of the Social Determinants of Health and include (these are still draft):
 - Justice Reform:
 - Increase Treatment and Diversion funding
 - Eliminate crimeless revocations
 - Increase funding allocated to counties for juvenile justice services to fund all costs associated with bringing 17-year-old first time, non-violent juvenile offenders back to juvenile justice system (we are joining WCA with this priority).
 - Education (specifically early childhood education):
 - Increased funding for the School Breakfast
 - Expand Young Star – quality initiative for childcare providers; bipartisan support.
 - Income Stability and Employment:
 - Child Care Tax Credits
 - Supporting and expanding Paid Family Leave
 - Increase earned income tax credit – would be more helpful for people to get these credits monthly vs. annually; same annual amount, but they'd receive it monthly.
 - Increase workforce training/transitional jobs
 - Safe and Stable Housing:
 - Low income housing tax credits or "housing first" - Low income housing tax credits are more for developers; also expand rental assistance vouchers.
 - Lead-based paint payments for lead certification and such are placed back into the general fund; keep lead-related income to pay for remediation. Would be a statutory revision.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Mental Health Matters

The School Presentation Planning Workgroup met in early July to further discuss the logistical needs of doing a large-scale presentation. During the workgroup meeting, it was discussed that the idea of doing a larger presentation might be difficult due to constrained timelines from coalition member capacity and school schedules. A suggested different approach was to do smaller presentations, possibly during a school's in service, to provide the information we want to share as well as menu options that the coalition provides.

Mental Health Matters had its quarterly meeting in July as well. The meeting was used to provide updates on workgroups and build coalition member knowledge on different aspects of mental health. The Central Wisconsin Tobacco Free Coalition presented during this meeting on the linkages between cigarette smoking and individuals living with mental illness. The coalition members were introduced to different topics and discussion questions were asked to help members link what was presented to how it applies to their work.

David had the opportunity, along with the other coalition coordinators, to present on the coalitions and a project that each have been working on. The presentation was the Trauma Informed Care Toolkit. David extended the offer that if anyone was interested in learning more about it or if they wanted to possibly adopt it within their own organization, that they should contact him for additional details.

Lastly, the Mental Health Matters action plan is being revamped to better state how the activities of the coalition will affect Wood County's Policies, Systems, and Environment. This continual process is slated to be finished by the end of August or early September. The goal of updating the action plan is to help provide a better understanding among coalition members of the activities that we are working on that will help achieve our overarching goals.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

Armenia/Port Edwards Groundwater Survey

There was a great deal of discussion between the Wisconsin Department of Natural Resources, Department of Agriculture Trade and Consumer Protection, the Environmental Protection Agency, and the Corporation Counsels of both Juneau and Wood County regarding the presence of high levels of nitrate in private wells in the Juneau County Town of Armenia and the Wood County Town of Port Edwards. The Armenia Growers Coalition agreed to provide alternative water to those homes in the most recent groundwater survey with nitrate levels over 10 mg/L, or install a point-of-use treatment system to reduce levels to below the health limit for nitrate. Additional impacted homes in this area are likely to be provided with these alternatives as well, depending upon the severity of the contamination. Details of this plan have yet to be worked out with the Armenia Growers Coalition.

New Business

A-Z Massage was licensed as a tattoo establishment in Marshfield. Logan did a consultation with a new restaurant opening in October in Wisconsin Rapids on Hwy 54.

Farm Technology Days

Environmental Health staff inspected the food tents at Farm Technology Days throughout the course of the event. Staff members conducted a pre-licensing inspection of the main food tent the day before the event started. This allowed us to make changes to any practices that could result in food borne illness as a result of improper food handling, food storage, or temperature control. Some procedures were changed slightly to improve efficiency and food safety. Overall the volunteer personnel working the food tents did a good job at the event.

License Renewals

Four establishments were referred to the Wood County Corporation Counsel for legal action due to a failure to renew their operator's license by June 30, 2018. These establishments are currently operating without a license and are subject to legal action.

Temporary Food Events

Inspections were conducted on food tents at Hub City Days in Marshfield, and at the Water Ski Show in Wisconsin Rapids. Food Safety training was provided for workers at the Wisconsin Rapids Community Picnic.

Complaints

Twenty-four complaints were received and investigated in Wood County in July.

- A complaint came in regarding cockroaches and fleas. The landlord hired a pest control company. Case closed.
- Cleaning issues at a Marshfield restaurant. An inspection was conducted and none of the allegations were noted during the inspection. Complaint dropped.
- A caller reported dogs present in a retail store. Greg contacted the owner and let them know dogs were not allowed in his store. Complaint dropped.
- A report was made of a strong ammonia odor coming from a neighboring apartment with multiple cats. This is a repeat complaint--the situation was corrected but is happening again. The investigation is ongoing.
- Over 50 cats are living outside a home in rural Marshfield area. The humane officer does not handle outdoor cats and there is no health hazard to individuals so the complaint is dropped.
- A complaint was made of bed bugs in a rental unit. An onsite investigation found bed bugs only in the bedroom. The landlord was contacted and pest control will be ordered by the tenant.
- No hot water was reported in a rental unit. The landlord has tried to fix the problem several times, and finally replaced a part that he feels will correct the problem. Case closed.
- Strong odor was reported coming from Central Sands Dairy. The dairy will be contacted to determine the point person at the dairy to call when these complaints come in. The odors lasted a day and were gone. This case was closed.
- A sewer backed up and there were odors in the rental home. Greg went on site. The landlord provided fans and a dehumidifier. The tenant and landlord agreed on this course of action. Case closed.
- Potential bed bugs were reported in a rental unit in Wisconsin Rapids. The tenant moved out; the landlord went in to clean and begin pest control treatments and found that the tenant moved back in without paying rent. She is being evicted. Complaint dropped.
- A complaint was received about cockroaches in neighboring units at a mobile home park. Cockroaches were found in one unit and an order was issued to the landlord to hire a pest control company.
- Feces and strange odors were reported by law enforcement at a manufactured home in Wisconsin Rapids. A clean up order was written to the landlord.
- An employee made a complaint about the lack of expiration dates on food. An onsite inspection was done and the owner said they found out the condiments were old and stopped placing them out for customers. Complaint dropped.
- A second complaint was made about a leaking roof and mold in the home. The tenant was referred to the property owner's company who is charged with making repairs in the units. Case closed.

- A caller reported filth in an apartment in Marshfield though she had not seen it herself. The guardian was contacted. A home visit will be made to determine if this is a health hazard or a hoarding situation.
- A complaint was made about false advertising and fire code violations at a long term rental. Attempts to contact the complainant were unsuccessful. This is not licensed by our department and the complaint was dropped.
- A complaint was made of electricity not working, windows leaking, mold, and a hole in the basement of a rental unit. An order was written to the landlord. Repair work is in progress.
- People were still living in a home where the water and electricity had been turned off. They illegally reconnected the electricity themselves. The landlord wants them out as they are not currently renting the unit. An order was written to the landlord stating that the home is unfit for human habitation. The landlord is cooperating to the best of her ability.
- A rusty screw was found in a bag of trail mix. Complaint was referred to the FDA complaint line.
- A report came in of mold and mildew at a home and a leaking roof at a rental unit in Wisconsin Rapids. The property owner has a maintenance department that takes care of repairs. Tenant was told to contact them and let us know if the situation continued.
- We received a report of an accumulation of garbage outside a home in Wisconsin Rapids. This is causing an odor issue for the neighbors. An order was written to the landlord to clean up the accumulation of garbage.
- Cockroaches were reported in a rental unit in Wisconsin Rapids. The property owner wanted to hire a pest control company but the tenant refused to clean up the apartment. We contacted the tenant and explained that they must comply in order to get rid of the roaches. The pest control company was hired to take care of the issue. Complaint closed.
- A caller heard that 9 kids had a bacterial infection from a splash pad. We received no information from the medical community that this was the case. Complaint dropped.
- A report of mold, mice, and structural issues were reported by a caller and the fire inspector in Marshfield. The landlord was given an order to correct the situation.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program - Wendy Ruesch, RDH, CDHC

Healthy Smiles was awarded \$30,000.00 from Wisconsin Seal-A-Smile for the 2018/2019 school year. We are currently in process of filling the casual Oral Health Program Supervisor position left vacant by Rhonda Bravick, who resigned in July to resume her teaching position at North Central Technical Institute.

COMMUNICABLE DISEASE TEAM REPORTS

Communicable Disease Update – Jean Rosekrans & Alecia Pluess

- During the month of July, Wood County had 22 cases of chlamydia reported. Two suspect cases of Hepatitis C were also investigated.
- Tick activity and testing has continued to rise. Wood County had 13 confirmed cases, 2 probable cases, and 17 suspect cases of Lyme disease during July. There were also 4 cases of anaplasmosis during July, 1 case of suspect Jamestown Canyon, and 1 case of probable Rocky Mountain Spotted Fever investigated.
- Enteric diseases also continue to increase. In July, 5 cases of cryptosporidiosis, 5 cases of campylobacter, 5 cases of giardia, 3 cases of salmonella, and 2 cases of E. coli were reported.
- Wood County experienced an increase in pertussis activity at the end of June, which continued through mid-July. There were 15 confirmed cases of pertussis during July, with no new confirmed cases after July 21st. Common links between cases include workplace, summer school, and extended family members. Health alerts were sent to areas of employment, summer school classes, and extracurricular activities/leagues as appropriate. Melony Johnson conducted an on-camera interview with WSAW TV Channel 7 on July 16th, and on July 17th she gave phone interviews to USA Today newspaper and WDUX radio, and faxed a health alert to 8 different local media sources.
- An assisted living facility reported a respiratory outbreak among staff and residents. The State approved testing, and results were positive for rhinovirus/enterovirus. "*Reporting, Prevention and Control of Acute Respiratory Illness Outbreak Guidelines*" was reviewed with the facility and a line list started.
- Alecia attended training on 7/31/18 in Stevens Point regarding the new updates to the Wisconsin Electronic Disease Surveillance System that will take place in October.
- Revisions to Chapter 145 of Department of Health Services Administrative Code went into effect on July 1st. The most significant revisions to Chapter DHS 145 are in its list of Communicable Diseases and Other Notifiable Conditions in Appendix A (i.e. conditions that are reported to local health departments). Several new reportable conditions were added to the list. An alert was sent to Wood County Infection Prevention and Laboratory groups regarding the new changes.

Lead Update – Jean Rosekrans & Alecia Pluess

Alecia accompanied Environmental Health staff on a home inspection for a child with an elevated blood lead level.

HEALTH DEPARTMENT CREDIT CARD SUMMARY

6/21/2018-7/20/2018

Due Date 8/19/2018

Date Paid 8/8/2018

15180271

Amount Due \$ 5,089.28

PUBLIC HEALTH - VISA CHARGES

Vendor	Description	PH	GRANT	Amount
Evenflo	Car Seats		DOT	\$ 667.32
Evenflo	Car Seats		DOT	\$ 848.46
Radisson	Hotel Reservations	v		\$ 198.00
Hammacher Schlemmer	Ladders (3)		PHEP	\$ 337.80
St. Brendan's Inn	Hotel Refund	v		\$ (64.68)
WPHA	Conf Registration	v		\$ 240.00
Canva	Office Supp	v		\$ 1.00
APHA	Membership Dues	v		\$ 200.00
UPS	Program Supp	v		\$ 9.76
Thermoworks	Program Supp	v		\$ 201.99
Zoom	Monthly Fee	v		\$ 14.99
Shutterfly	Office Supp	v		\$ 138.17
Academy of Nut & Diet	RD Reg Fee		MCH	\$ 60.00
Academy of Nut & Diet	RD Reg Fee		MCH	\$ 60.00
WEHA	Conf Registration	v		\$ 225.00
Survey Monkey	Annual Renewal	v		\$ 360.00
				\$ 3,497.81

Grants:

PHEP Public Health Emergency Preparedness
 IMM Immunization
 LEAD Childhood Lead
 MCH Maternal Child Health
 CHRS Prevention Funds
 TOB Tobacco
 WQI Accreditation Infrastructure
 WIC-CP Community Partners

Programs:

ADMIN WIC Program Administration
 BFE WIC Breastfeeding
 CCS WIC Client Services
 CTF WIC Client Families
 MNP WIC Farmers Market Nutrition Program
 PE WIC Nutrition Education
 PC WIC Peer Counseling
 EV Healthy Smiles Fluoride Varnish
 SEAL Healthy Smiles Sealants

Coalition Names:

SWCBF South Wood County Breastfeeding Coalition
 SWSC South Wood County Safe Kids Coalition
 HPWC Healthy People Wood County
 HPWC - Chronic Disease Prevention Team
 HPWC - Healthy Growth & Development Team
 HPWC - Mental Health/AODA Team

ADAMS JUNEAU - VISA CHARGES

Vendor	Description	PROGRAM	Amount
Small Quantity Boxes	EH Lab Supplies	v	311.25
Kwik Trip	EH Lab Supplies	v	1.99
UPS	EH Lab Supp Return	v	10.39
Kwik Trip	EH Lab Supplies	v	1.99
			\$ 325.62

WIC - VISA CHARGES

Vendor	Description	PROGRAM	Amount
4Imprint	Program Supp	Outreach	\$ 316.99
Chula Vista	Hotel Reservations	Admin	\$ 424.32
Chula Vista	Hotel Res Refund	Admin	\$ (92.64)
Amazon	Office Supp	Admin	\$ 125.28
Wix.Com	FM Website	FM	\$ 90.00
			\$ 863.95

HEALTHY SMILES - VISA CHARGES

Vendor	Description	PROGRAM	Amount
			\$ -

COALITION ACCOUNTS - VISA CHARGES

Vendor	Description	Coalition Name	Amount
Home Depot	Farmers' Market Supp	Recreate Health	\$ 18.94
Walmart	Farmers' Market Supp	Recreate Health	\$ 7.96
UW Colleges Cont EdL	Conf Registration	AOD	\$ 375.00
			\$ 401.90

HO-CHUNK VISA CHARGES

280-9904-54121-000-345

Vendor	Description	Amount
		\$ -

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT
August 15, 2018**Director's Report by Brandon Vruwink**

The past month has been spent working on the 2019 budget. This is a very long process for the Human Services Department because of the size and scope of our budget. While Edgewater Haven was part of the Human Services Department last year, we still worked more individually through the budget during the 2018 process. This year we were able to work much more collaboratively and the process went very well. Our Fiscal Team did a great job of pulling all the documents together and making this budget process very efficient. While the budget process is not yet complete, I am very proud of our team's effort in developing the Human Services budget.

The Human Services Department held its annual budget hearing on August 7th. Several members of the community attended the hearing and shared their experiences and offered suggestions on what they would like to see the department work on in the future. I was very grateful for the kind words that several of the attendees shared in regard to service. Further, they expressed appreciation for the improvement in drop-in center. I would also like to thank Health and Human Services Committee Chair Donna Rozar for the leading the meeting as well as Supervisors Fischer and Holbrook for attending and actively participating.

Deputy Director Travis Gaetz has been introducing himself to staff throughout the department over the past two months. Travis is very interested in our efforts to improve the workplace culture and has become engaged in our Organizational Effectiveness project. He has also been working to identify additional funding opportunities. Travis wrote and submitted a grant to obtain additional funding to assist with foster home licensing. If approved, this grant will provide additional funding for foster care licensing.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunson

Samantha Roberson has resigned her position as Behavioral Health Nurse Manager.

There is no waiting list at this time for AODA services through the Outpatient Clinic. There are 75 people on the waiting list for mental health services.

There have been no new Emergency Protective Placements this month.

2018 Emergency Protective Placements (EPP):

Date of EPP	Accepting Facility
1/4/18	Marshfield Medical Center
3/29/18	Clark County Health Care Center
5/1/18	Edgewater Haven
5/1/18	Edgewater Haven
6/14/18	Edenbrook
6/14/18	Edenbrook
7/10/18	Edgewater Haven

July 1st was the start date for a significant change in the way we bill Medicaid for residential services through the Community Recovery Services (CRS) program and through the Comprehensive

Community Service (CCS) program. The new billing guidelines require that CRS residential services be billed in 15-minute unit increments instead of being billed by the day. This requires all of our residential providers to change the way they document their daily services including breaking down services by the amount of time spent providing each service throughout the day and for everything they do during the day. Our case managers have been working closely with the residential providers to help them make this change so that we can continue to recoup payment for these services through CRS. In addition, we began to use CCS to cover residential services for three consumers in specific group homes that have developed programs that meet CCS criteria. This also started July 1st. These changes require more work for the providers and for the case managers who have to approve each note. If the notes submitted are not sufficient to meet Medicaid standards, they work with the providers to improve and make changes to what they are doing. Thus far two homes have expressed concern about their ability to meet the new requirements and indicated they may not continue to work with clients in the CRS program as a result. We will continue to provide support to all of the residential providers to work through this change and not disrupt services for any of our clients.

Community Resources Update by Steve Budnik

Transportation: On July 27th the Human Services Deputy Director, Travis Gaetz as well as the Community Resources Receptionist, Michelle Nash, and myself rode on one of the Human Services buses. This experience was humbling, to say the least. It was extremely rewarding to talk with the passengers and hear from them firsthand how beneficial and the transportation program is for seniors in our area.

Energy Assistance: The Energy Assistance unit is preparing for the upcoming 2018-2019 heating season which begins October 1, 2018.

Employment & Training Update by Lacey Piekarski

FoodShare Employment & Training: The FSET Program has had an exciting month of July, enrolling a total 178 new customers throughout our nine-county region. This is the second highest enrollment number in 2018 during a normally low enrollment period. Summer is typically a slower month for enrollment due to summer months and seasonal employment trends. Wood County had an individual enrollment rate of 45% with a goal of 40% or higher.

Comparison rates of our referred customers compared to actually enrolled are listed below from 2016 - 2018, showing an increasing trend in July enrollment rates:

July - Year	Referred	Enrolled	Enrollment Rate
2018	389	178	45.76%
2017	329	136	41.43%
2016	385	132	34.29%

Independent Living (IL) Program: In June, the state of Wisconsin recognized 50 current and former foster youth for their achievements in the classroom for their completion of high school or post-secondary education. Per the Department of Children and Families, these graduates represent the 114 Wisconsin foster youth who are known to have graduated in the 2017/2018 school year. In the US, only 54% of foster youth will graduate high school and only 2% will continue their education in post-secondary education. The North Central Independent Living Region had two youth from our

program attend the graduation ceremony at the Governor's Executive Residence in Madison. The IL Program will continue to provide case management to both graduates through age 21, or up to age 23 if they continue in higher education.

For more about this event, see <https://dcf.wisconsin.gov/2018-foster-youth-grad>

Family Services Update by Beth Ferdon

During July, our level of referrals in Family Services has decreased in both the areas of child abuse/neglect referrals and in juvenile delinquency referrals. This is a normal pattern for the late summer months and we expect that referrals will pick up in numbers once school begins in September. Many of the cases referred continue to have some involvement with illegal or drug use or abuse of prescription drugs, and we expect that this trend will continue for the foreseeable future.

We are beginning to implement the transition to developing an Intensive Services unit in place of the former Resource unit. This transition involves reallocating existing resources in a way that we believe will be more efficient and will result in better services to clients and families. The new unit will include some of the previous functions of the former Resource unit such as Foster Care, and will also provide services geared to provide more support to families that are at risk for out of home placement of their children or are in an active phase of reunification. It is hoped that these services can have a positive effect on the rate of out of home placement and the length of the placements which do occur. At present this is a pilot program, and a limited number of cases will be served initially.

Family Services staff are continuing to work together to meet the needs of the children, youth and families referred to us. We welcome the new workers to our Division and look forward to filling the open positions as well as bringing the newer workers up to speed during the upcoming months.

Norwood Health Center Update by Jordon Bruce

The Admissions unit has passed revisits from the state and federal surveyors. The Crossroads and Pathways units had their annual surveys completed in August. Both surveys went very well. Crossroads was deficiency free and Pathways only received two minor cites.

Pathways Update: The month of July we averaged three overflow mental health patients and 3.32 TBI patients. We had four TBI referrals in June, two admissions, and zero discharges. One referral from July is pending admission. We added four additional beds in July to accept more overflow patients from the community. We currently have five overflow patients and four TBI patients.

Our Crossroads census 15.48 for the month. We had two admissions and one hospitalization. We have zero open beds currently.

We continue to work on the planning for the transition of the TBI unit down to Edgewater and adding an unlocked unit that serves similar patients to our current Crossroads unit. This transition is tentatively planned for January 1, 2019.

Norwood Nursing Department by Liz Masanz

The Admissions unit saw a busy month with an average census of 10.13. Our Psychologist resigned but we have a contracted Psychologist providing coverage until we can secure a permanent

provider. We had four mental health overflow patients and four TBI patients in July on Pathways. We have increased our bed capacity to 12 by receiving some beds transferred from Edgewater to accommodate the communities' need for increased LTC beds.

The Crossroads unit remains full. We have transferred one resident from Clark County and two additional residents were admitted from the hospital unit. The staff did an excellent job on our annual survey. The new Madison survey team had glowing comments about facility staff and was impressed with the care we provide to the mentally ill.

Norwood Maintenance Department by Lee Ackerman

The Maintenance Department has completed the installation of the door alarms project on the Admissions Unit which brings the facility back into compliance with CMS. We plan to shift the focus back to building repair and upkeep tasks in August.

A facility assessment was performed to sample various areas of the structure to determine if asbestos is present. Following discussions with Reuben Van Tassel and an Environmental Testing Inspector, we made the decision to establish a baseline file on building materials used in this facility. This information will help us comply with DNR, OSHA, and DILR criteria for safe handling during routine maintenance and remodeling.

I have been working on updating the Fire and Disaster Plan to include many of the new requirements. Wood County Emergency Management needs an updated copy for their files soon. However, this will be an ongoing project.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of July totaled 10,380 and y-t-d meals are 72,692. Revenues for July totaled \$47,020 and y-t-d is \$328,965.

Norwood Health Information Department by Jerin Turner

The department implemented new shells for all the providers to follow to help maximize reimbursement. We are also working on revamping the HIPAA policy for Norwood. The department has been conferring with Fond du Lac County on how they complete their doctor charges for the inpatient unit.

July 2018 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info (Insurance/appropriate)
7/17/2018	Select Specialty Hospital Madison	59 male	declined	not a therapy candidate, not true TBI, UMR commercial Insurance
7/23/2018	Sacred Heart- Eau Claire	72 male	declined	Medicare & Atena co insurance. Not Medicaid
7/20/2018	UW Rehabilitation hospital Madison	59 male	resolved	Insurance approved, was coordinating admission then wife took pt home
7/31/2018	Gundersen La Crosse	32 male	pending info	Commercial Insurance

Edgewater Haven Update by Cindy Robinson

In the month of July we had 10 admissions and 1 readmission.
Current census on the Behavior Wing is 7 residents.

Census comparison to last year:

July 2017 – 51.97 average census with 8.41 rehab

July 2018 – 61.48 average census with 6.61 rehab

Admissions/Discharges Comparison:

July 2017 – Admissions 17 Discharges 13 Readmissions 4

July 2018 – Admissions 10 Discharges 7 Readmissions 1

July reached an average census of 61.48, surpassing our budgeted goal of 60. We have all of our long term, skilled nursing beds are full. The staff has done the most important thing they could do to make this happen, provide the best *quality of care* in the entire county. Marketing has increased over this last year, but if the exceptional quality of care giving is not in place, all of the marketing in the world will not result in a positive outcome.

Lisa Peeters, Director of Nursing, and Tara Feltz, In-Service Coordinator, attended the *Challenging Behavioral Specialist Train-the-Trainer Workshop* through UW Oshkosh. At the completion of this one day workshop and passing the test, they are now approved instructors for this training. This will be of great benefit in training our staff in preparation of the TBI unit opening. Thank you to Chairman Mahon for providing the valuable information that prompted the Administration at Edgewater Haven to enroll in this valuable workshop!

The outdoor sign is expected to be completed before the end of August. Ron and Jason in the Maintenance Department will be painting the existing poles and improving the landscaping surrounding the sign. Peter Kastenholz represented Edgewater Haven in small claims court to recover cost from Monster Tree Service. The final outcome is not known at this time; however, there is a possibility of recovering \$3790 plus court cost.

The updating of 300 North has not progressed as quickly as was originally predicted. A delay in flooring slowed progress down, however, flooring has now been delivered, which will allow the project to move forward. There have not been any complaints about the delay from staff or residents.

Edgewater Credit Card Statement - July 2018

Date	Description	Nursing 54201	Laundry 54212	Dietary 54213	Maint. 54215	Therapy 54216	Activities 54218	Soc Serv 54219	Admin 54219	Donation Acct
7/3/2018	Out of state background Check								\$ 6.85	\$ -
6/13/2018	Maintenance Supplies				48.91					
6/13/2018	Clothes for Resident								74.49	
		-	-	-	-	-	-	-	-	-
Total		\$ -	\$ -	\$ -	\$ 48.91	\$ -	\$ -	\$ -	\$ 81.34	\$ -

Total Usage July 2018 \$ 130.25

CREDIT CARD SUMMARY- HUMAN SERVICES DEPARTMENT

	WALMART	USBANK
Statement Date	6/17/18-7/16/18	6/20/18-7/18/18
Amount Due	\$39.18	\$5,340.71
	TOTAL	\$5,379.89
Due Date	8/11/2018	8/16/2018
Date Received	7/23/2018	7/24/2018
Date Paid	8/1/2018	8/1/2018
VOUCHER #	40183733	40183731

Object	Description	Program Amount	NHC-CRISIS STABILIZATION 2017	NHC INPATIENT 2026	NHC DIETARY 2050	PLANT OPS & MAINT 2051	CHILD WELFARE 4001	YOUTH AIDS 4005	TRANSPORT 4013	LIEAP 4035	BIRTH TO THREE 4040	FAMILY SUPPORT 4045	CHILD. WAIVER 4050	CSP 4055	OPC MH 4060	CCS 4065	ADMIN 4099
172	TRAINING	-															
180	BACKGROUND CHECKS	-															
190	LIABILITY INSURANCE	-															
214	PROFESSIONAL SERVICES	-															
219	OTHER PROFESSIONAL SERVICES	-															
231	BUILDING REPAIRS/UPKEEP	379.80				379.80											
232	VEHICLE EXPENSE	-															
233	MAINTENANCE-REPAIR	113.44			113.44												
236	DATA PROCESSING	-															
242	REPAIR & MAINT SVC-JITNEY	91.02							91.02								
243	GROUPS EQUIP & REPAIR	-															
248	PSYCHIATRIC SERVICES - PATIENT	-															
250	OTHER PURCHASES-WAIVERS	912.59											912.59				
251	TPR ADOPTION SERVICES	-															
252	YA AODA COUNSELING	-															
253	FSET INCENTIVE BONUS	-															
280	OTHER PURCHASES	-															
270	OTHER PURCHASES	-															
273	CLUBHOUSE	-															
280	STATE PASS THROUGH FUNDS	-															
280	YA PLANNING, PLACEMENT & SUPERVIS	-															
290	CONTRACTED SERVICES	706.93										706.93					
291	CHILD CARE FRAUD PURCHASE	-															
291	YA GROUP ACTIVITIES	-															
292	CLIENT SERVICES	-															
311	OFFICE SUPPLIES	387.60							115.60								272.00
313	POSTAGE	-															
320	EQUIPMENT	-															
324	ADVERTISING	-															
326	SUBSCRIPTIONS	-															
329	SUBSCRIPTIONS	-															
331	MEETINGS / TRAVEL	365.00													365.00		
332	MEALS/LODGING	-															
333	MEALS/LODGING	582.00					82.00	418.00					82.00				
335	TRANSP ADMIN CW VOLUNTEER	-															
336	PERSONNEL DEVELOPMENT	-															
340	FOOD	-															
341	PROGRAM SUPPLIES	1,841.51	75.36	1,096.84		596.53					49.00			11.89		11.89	
342	CONSUMER SUPPLIES	-															
342	CRISIS GRANT	-															
344	FOOD	-															
343	LINENS/CBRF	-															
346	PROGRAM SUPPLIES	-															
347	MEDICAL RECORDS - LIBRARY SUPP	-															
348	HOUSEKEEPING/KITCHEN SUPPLIES	-															
349	GRANT EXPENSE	-															
390	CW POST-REUNIFICATION SUPPORT	-															
390	CW-IHSS SUPPORT	-															
399	MISC EXPENSE	-															
391	CANTEEN	-															
535	ADMIN EQUIPMENT & FURNITURE	-															
700	FSET SUPPORTIVE SERVICES	-															
700	FSET JOB RETENTION	-															
700	ELDER ABUSE FUNDED EXPENSES	-															
701	EDUCATION-ILS ETV	-															
819	CI	-															
822	OUTLAY	-															
823	Building Improvements	-															
251	CAPITAL IMPROVEMENT	-															
TOTAL		\$5,379.89	75.36	1,096.84	113.44	976.33	82.00	418.00	91.02	115.60	49.00	706.93	994.59	11.89	365.00	11.89	272.00

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: August 23, 2018

Caseload activity for July - 10 new veterans served. During the month of June we completed/submitted 280 federal forms to include:

- 36 intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 0 Notice of Disagreement (appeal)
- 23 new claims for disability compensation
- 5 new claim for pension
- 3 new claim for surviving spouse benefits (DIC or surviving spouse pension)
- 11 new applications for VA Healthcare
- 30 appointment of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 8 burial and marker applications

Activities:

1. Completed as of August 10th:
 - a. July 19 – Interviews for vacant Assistant CVSO position.
 - b. August 8 – Central Wisconsin Veterans Benefit Fair Hosted by our office, the Tomah VA Medical Center and the Wisconsin Rapids Heroes Café.
 - c. August 14 Crisis Intervention Team Meeting.
2. Near Future:
 - a. ~~August 21-26 Central Wisconsin State Fair.~~ Canceled due to staffing issues.
 - b. Sep 24-28 National Association of County Veterans Service Officer Association contract accreditation training in Peoria Illinois.
 - c. Sep 24-28 CVSO Association of Wisconsin fall training conference in Lake Tomahawk, WI.
3. Long Range:
 - a. November 3 – CVSO will again be a member of Senator Tammy Baldwin's Service Academy Selection Committee.

Office updates:

1. Wood County veteran hiring initiative: Veterans preference and Disabled Veterans preference given to applicant for Assistant CVSO. No progress in this reporting period for county wide positions.
2. Wisconsin Rapids EXPO was held on August 8. We had 129 veterans attend and gather information on services available from local, state and federal agencies. The highlight was a homeless veteran from a neighboring county who was immediately served by the Tomah VA Medical Center homeless program manager.
3. Office staffing – the new Assistant Veteran Service Officer was selected with a start date of August 13. Jason Sterling a service connected disabled army veteran was selected. He served as a Senior NCO in the Personnel field and his last assignment was with one of the Army's wounded warrior battalions working with injured soldiers, their medical review boards and the VA.
4. Case Study – Amyotrophic lateral Sclerosis (ALS) is a presumptive illness for anyone who was on active military service for more than 90 continuous days. We received an email from a 52 year old veteran who was recently diagnosed with ALS. He is single and has no real family in the area and was

concerned about how he was going to live as the disease progresses. He was visited in his home on July 23, informed that the illness was presumed to be caused by military service and submitted a claim for service connection. With ALS being as it is the VA has special processing rules and fast tracks these claims. On July 31 (eight days) the veteran was rated 100% service connected disabled and awarded \$2,973.86 per month initial compensation. This amount will increase as the disease progresses. In addition the veteran is now entitled to VA nursing home care at no cost when that time arrives (either at a VA Hospital, a state Veterans home or a VA contracted facility (Edgewater)) and will not go on Community Care or Medicaid. He is entitled to adaptive automobile equipment and a specially adaptive housing grant to make an auto and his house more usable as his illness progresses. If the veteran had dependents they would be entitled to health insurance and education benefits.

Note: in order for the VA to contract with Edgewater normally their long term care beds at Tomah VAMC must be filled or the veteran is at the hospice stage.

Committee Report

County of Wood

Report of claims for: Edgewater Haven

For the period of: July 2018

For the range of vouchers: 12180371 - 12180474

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12180371	ADVANCED DISPOSAL	WASTE DISPOSAL	06/30/2018	\$1,021.96	P
12180372	MARSHFIELD CLINIC	LAB & X-RAY'S	06/30/2018	\$92.48	P
12180373	MCMASTER-CARR SUPPLY CO	WHITE CEILING COVERS	07/13/2018	\$47.55	P
12180374	FOREFRONT TELECARE INC	PSYCHIATRY FOR RESIDENTS	06/30/2018	\$370.20	P
12180375	MEDLINE INDUSTRIES	NURSING SUPPLIES	06/30/2018	\$6,229.25	P
12180376	TOTAL COMPUTER SYSTEMS LTD	DATA PROCESSING FEE	06/30/2018	\$93.00	P
12180377	TOTAL COMPUTER SYSTEMS LTD	DATA PROCESSING FEE	06/30/2018	\$93.00	P
12180378	NORTHWEST RESPIRATORY SERVICES	OXYGEN & SUPPLIES	06/30/2018	\$110.00	P
12180379	LANDWEHR RONALD	SAFETY SHOES	07/16/2018	\$80.17	P
12180380	ABILITY NETWORK INC	MONTHLY USAGE CHARGE	07/19/2018	\$86.00	P
12180381	ASPIRUS	LAB/XRAY	07/03/2018	\$8.06	P
12180382	BALTUS OIL COMPANY	BUS	06/30/2018	\$60.69	P
12180383	BSG MAINTENANCE INC	CONTRACT HOUSEKEEPING/LAUNDRY	07/20/2018	\$13,957.02	P
12180384	CREST HEALTH CARE	CALL CORDS/SECURITY CLIP	07/16/2018	\$214.21	P
12180385	DIRECT SUPPLY INC	TABLE TOPS	07/06/2018	\$96.41	P
12180386	DIRECT SUPPLY INC	ARMREST AND SEAT FOR LARGE COM	07/12/2018	\$49.99	P
12180387	DIRECT SUPPLY INC	ARMREST	07/06/2018	\$32.76	P
12180388	ERON & GEE/HERMAN'S PLUMBING & HEATING	LAUNDRY BACKFLOW PREVENTOR	07/12/2018	\$325.00	P
12180389	FARMER BROTHERS COFFEE	SERVICE LABOR	07/23/2018	\$75.00	P
12180390	GANNETT WISCONSIN MEDIA	NEWSPAPER FOR RESIDENTS	07/28/2018	\$39.00	P
12180391	GAPPA SECURITY SOLUTIONS LLC	DOOR KEYS AND CORE	07/10/2018	\$79.70	P
12180392	GRAINGER (Edgewater)	BEARINGS AND WEED KILLER	07/19/2018	\$80.94	P
12180393	GRAINGER (Edgewater)	MISC SUPPLIES	07/17/2018	\$64.06	P
12180394	GRAINGER (Edgewater)	CALL LIGHT BULB	07/17/2018	\$54.50	P
12180395	GRAINGER (Edgewater)	MISC SUPPLIES	07/03/2018	\$95.02	P
12180396	GREENFIELD REHABILITATION AGENCY INC	MONTHLY THERAPY FOR RESIDENTS	07/13/2018	\$3,019.22	P
12180397	HIBU INC	YELLOW BOOK	07/03/2018	\$44.00	P
12180398	HOME DEPOT CREDIT SERV (Edgewater)	MONTHLY BILL	06/30/2018	\$1,329.93	P
12180399	KCI USA	WOUND VAC/SUPPLIES	07/03/2018	\$189.28	P
12180400	KCI USA	WOUND VAC/SUPPLIES	07/19/2018	\$219.28	P
12180401	KCI USA	WOUND VAC/SUPPLIES	07/18/2018	\$583.01	P
12180402	LITURGICAL PUBLICATIONS INC	ADVERTISING	07/10/2018	\$460.00	P
12180403	MCKESSON MEDICAL	NURSING SUPPLIES	07/11/2018	\$761.81	P
12180404	MATRIXCARE SDS-12-2905	PATHLINKS QTR MAINTENANCE	07/12/2018	\$4,548.54	P

Edgewater Haven - July 2018

Item #5c
12180371 - 12180474

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12180405	MCMaster-CARR SUPPLY CO	PLUG FITTING	07/06/2018	\$14.52	P
12180406	MOBILEXUSA	PORTABLE X RAYS	06/30/2018	\$187.83	P
12180407	MOBILEXUSA	PORTABLE X RAYS	06/30/2018	\$337.74	P
12180408	OMNICARE INC	OTC DRUGS/MA	06/30/2018	\$5,041.11	P
12180409	PROFESSIONAL MEDICAL	NURSING SUPPLIES	07/19/2018	\$84.26	P
12180410	ASPIRUS RIVERVIEW HOSPITAL & CLINICS	CONSULT SERVICE	07/05/2018	\$73.53	P
12180411	ASPIRUS RIVERVIEW HOSPITAL & CLINICS	LAB	06/30/2018	\$625.41	P
12180412	SERENITY AQUARIUM & AVIARY SERVICES	BIRD AVIARY MAINTENANCE	07/11/2018	\$89.00	P
12180413	STATE INDUSTRIAL PRODUCTS	LIN BAC'R	07/03/2018	\$743.96	P
12180414	STRATFORD SIGN COMPANY LLC	REPLACEMENT SIGN	07/24/2018	\$2,395.00	P
12180415	WACH	ANNUAL DUES	06/30/2018	\$135.00	P
12180416	WAL-MART COMMUNITY/SYNCB	ACTIVITY SUPPLIES	06/28/2018	\$60.79	P
12180417	WIPFLI LLP	MA FOLLOW UP VISIT	07/09/2018	\$2,182.89	P
12180418	JELLISH WAYNE	MUSIC FOR RESIDENTS	07/25/2018	\$65.00	P
12180419	KIEFFER DONALD	MUSIC FOR RESIDENTS	07/25/2018	\$65.00	P
12180420	SMITH HAL	MUSIC FOR RESIDENTS	08/02/2018	\$45.00	P
12180421	UNCLE OZZIE	MUSIC FOR RESIDENTS	08/23/2018	\$125.00	P
12180422	ADAMS COUNTY SHERIFF WISCONSIN	PAPER SERVICE FOR SHAUN CHRIST	07/31/2018	\$98.83	P
12180423	COMPLETE CONTROL	MEGA LOCKS APP #2	07/19/2018	\$124.50	P
12180424	COMPLETE CONTROL	MEGA LOCKS APP #3	07/19/2018	\$2,132.91	P
12180425	CURRENT TECHNOLOGIES INC	APP #2 FINISH 300 NORTH	07/20/2018	\$13,390.56	P
12180426	DIRECT SUPPLY INC	AIR POT, ADAPTIVE CUPS	07/24/2018	\$142.44	P
12180427	FREEDOM PEST CONTROL LLC	MONTHLY CHECK	07/06/2018	\$55.00	P
12180428	GRAINGER (Edgewater)	GRAY SPRAY PAINT	07/26/2018	\$31.33	P
12180429	KONE INC	SERVICE INSPECTION	07/01/2018	\$339.46	P
12180430	LEADINGAGE WISCONSIN	DUES 2018-19	07/30/2018	\$5,776.69	P
12180431	RON'S REFRIGERATION & AC INC	NEW A/C UNIT FOR TARA OFFICE	07/25/2018	\$2,503.00	P
12180432	WHEELS OF INDEPENDENCE INC	CAB RIDES FOR RESIDENTS	06/30/2018	\$260.00	P
12180433	ADVANCED DISPOSAL	WASTE DISPOSAL	07/31/2018	\$1,050.99	P
12180434	GRUNDEEN TANYA	NURSE AIDE REIMBURSEMENT	08/03/2018	\$200.55	P
12180435	HEALTH DIRECT PHARMACY SERVICES INC	OTC DRUGS/MA	07/01/2018	\$1,107.21	P
12180436	PETERSEN LINDSAY	NURSE AIDE REIMBURSEMENT	08/03/2018	\$200.55	P
12180437	PRESLEY MARIAH	NURSE AIDE REIMBURSEMENT	08/03/2018	\$200.55	P
12180438	SERENITY AQUARIUM & AVIARY SERVICES	BIRD AVIARY MAINTENANCE	08/01/2018	\$89.00	P
12180439	ACE HARDWARE	WATER SOFTENER SALT	08/03/2018	\$118.79	
12180440	ACE HARDWARE	WATER SOFTENER SALT	08/03/2018	\$118.79	
12180441	ACE HARDWARE	WATER SOFTENER SALT	08/03/2018	\$118.79	
12180442	ALLIANT ENERGY/ WP&L	ELECTRIC BILL	07/31/2018	\$9,088.62	
12180443	APOLLO CORPORATION	TURBO KLEEN	07/25/2018	\$110.55	
12180444	BALTUS OIL COMPANY	GAS	07/31/2018	\$46.77	
12180445	CHARTER COMMUNICATIONS- MILWAUKEE	MONTHLY CABLE FOR RESIDENTS	07/23/2018	\$1,521.71	
12180446	CLASEN DR RICHARD MD	MEDICAL DIRECTOR FEES	07/31/2018	\$1,000.00	
12180447	COMPLETE CONTROL	300 NORTH FIRE SYSTEM RECONNEC	07/31/2018	\$124.50	
12180448	COMPLETE CONTROL	REPAIRS ON AC UNIT	07/31/2018	\$724.14	

Edgewater Haven - July 2018

Item #5c
12180371 - 12180474

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12180449	EARTHGRAINS COMPANY THE	FOOD	08/02/2018	\$390.72	
12180450	ESTATE RECOVERY COLLECTIONS	RECOVER ACCOUNT	08/02/2018	\$87.71	
12180451	FARMER BROTHERS COFFEE	COFFEE, TEA, GRAVY	07/27/2018	\$413.76	
12180452	FOREFRONT TELECARE INC	PSYCHIATRY FOR RESIDENTS	07/31/2018	\$473.24	
12180453	FREEDOM PEST CONTROL LLC	MONTHLY SERVICE	08/03/2018	\$55.00	
12180454	GRAINGER (Edgewater)	CASTER, DOOR STOPS	08/03/2018	\$90.56	
12180455	IGA	FOOD	08/09/2018	\$33.78	
12180456	KCI USA	WOUND VAC/SUPPLIES	07/26/2018	\$488.01	
12180457	KCI USA	WOUND VAC/SUPPLIES	07/31/2018	\$1,978.80	
12180458	MCKESSON MEDICAL	NURSING SUPPLIES	07/18/2018	\$451.60	
12180459	MEDLINE INDUSTRIES	NURSING SUPPLIES	07/31/2018	\$4,446.19	
12180460	PIGGY WIGGLY SUPERMARKET	FOOD	08/06/2018	\$13.59	
12180461	REINHART FOOD SERVICE	FOOD AND SUPPLIES	08/02/2018	\$14,660.50	
12180462	RIVER CITY CAB	LAB RUNS	07/31/2018	\$35.00	
12180463	RON'S REFRIGERATION & AC INC	300 NORTH HALLWAY ROOF UNIT	08/09/2018	\$26,286.00	
12180464	ROWE FLORAL INC	FUNERAL FLOWERS	07/31/2018	\$60.99	
12180465	TOTAL COMPUTER SYSTEMS LTD	DATA PROCESSING FEE	08/03/2018	\$95.00	
12180466	US FOODS	FOOD	08/06/2018	\$1,922.28	
12180467	WE ENERGIES	GAS BILL	07/31/2018	\$3,537.00	
12180468	WE ENERGIES	GAS BILL	07/31/2018	\$1,464.00	
12180469	WHEELS OF INDEPENDENCE INC	CAB RIDES FOR RESIDENTS	07/31/2018	\$175.00	
12180470	WIPFLI LLP	TELEPHONE EMAIL CONSULTATION	08/01/2018	\$250.00	
12180471	WI DEPT OF JUSTICE	CRIMINAL BACKGROUND CHECKS	07/31/2018	\$10.00	
12180472	WOOD TRUST BANK	DEPT EXPENSE	07/20/2018	\$6.35	
12180473	WI DEPT OF HEALTH & SOC SERV	MONTHLY BED TAX	07/31/2018	\$15,300.00	
12180474	WRAP	CONTINUING EDUCATION	08/01/2018	\$65.00	
Grand Total:				\$160,348.39	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: HEALTH (15)

For the period of: AUGUST 2018

For the range of vouchers: 15180262 - 15180295

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
15180262	LB MEDWASTE INC	Sharps Disposal	06/30/2018	\$71.68	P
15180263	PUBLIC HEALTH ACCREDITATION BOARD	Reaccreditation Fee	06/27/2018	\$8,000.00	P
15180264	THREE BRIDGES RECOVERY WI INC	Training Exp (CCAR)	07/12/2018	\$50.00	P
15180265	BURT TROPHY & AWARDS INC	Program Supp	07/27/2018	\$20.00	P
15180266	ASPIRUS RIVERVIEW HOSPITAL & CLINICS	Event Reimbursement	07/31/2018	\$250.00	P
15180267	TORTOISE & HARE RACE MANAGEMENT LLC	Event Reimbursement	08/01/2018	\$200.00	P
15180268	IVISIONMOBILE	Texting Service	08/01/2018	\$139.45	P
15180269	NINNEMAN BETTY	Event Refund (MM)	08/03/2018	\$25.00	P
15180270	SMILEMAKERS	Program Supplies	07/31/2018	\$241.04	P
15180271	WOODTRUST BANK NA	ALL PROG Credit Card	07/20/2018	\$5,089.28	P
15180272	CARLSON KATHRYN	Mileage	07/31/2018	\$316.10	P
15180273	CUTRIGHT JULIE	Mileage	07/31/2018	\$80.88	P
15180274	DAWSON MIRANDA	Mileage	07/31/2018	\$163.76	P
15180275	EGGLESTON NANCY	Mileage	07/31/2018	\$237.63	P
15180276	EUHARDY NIKI	Mileage/Meals/Parking	07/31/2018	\$225.06	P
15180277	HAESSIG CAMEN	Milage	07/31/2018	\$38.15	P
15180278	HALAMA TIFFANY	Mileage	07/31/2018	\$18.00	P
15180279	HEIMAN MARIAH	Mileage	07/31/2018	\$232.18	P
15180280	HILLER DANIELLE	Mileage	07/31/2018	\$159.14	P
15180281	HUTCHINSON JESSICA	Mileage	07/31/2018	\$76.30	P
15180282	KOLODZIEJ GREG	Mileage	07/31/2018	\$335.01	P
15180283	KRUBSACK SARAH	Mileage	07/31/2018	\$84.75	P
15180284	KUNFERMAN SUSAN	Mileage/Meals	07/31/2018	\$373.88	P
15180285	MANCL BETSY	Mileage	07/31/2018	\$152.60	P
15180286	MANTHE LOGAN	Mileage	07/31/2018	\$268.69	P
15180287	PLUESS ALECIA	Mileage	07/31/2018	\$18.53	P
15180288	NORMINGTON ASHLEY	Mileage	07/31/2018	\$79.57	P
15180289	RAUTER EGGE KRISTIE	Mileage	07/31/2018	\$522.11	P
15180290	SALEWSKI SARAH	Mileage	07/31/2018	\$211.46	P
15180291	SHERMAN ERICA	Mileage	07/31/2018	\$46.87	P
15180292	STRONG DAVID	Mileage	07/31/2018	\$118.21	P
15180293	WUEBBEN TIMOTHY	Mileage	07/31/2018	\$210.05	P
15180294	NEUMARK STENSBERG DESIGN & PRINT INC	Printing (PH/WIC)	08/06/2018	\$239.00	

Committee Report - County of Wood

HEALTH (15) - AUGUST 2018

15180262 - 15180295

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
15180295	STRATUS VIDEO LLC	Intepreter	07/31/2018	\$50.00	
Grand Total:				\$18,344.38	

Signatures_____
Donna Rozar, Chair_____
Al Breu, Vice-Chair_____
Adam Fischer, Secretary_____
Marion Hokamp_____
Mark Holbrook_____
Tom Buttke_____
Jessica Vicente_____
Lori Slattery-Smith, RN_____
Eric Quivers, MD

BF Breastfeeding
 EH Environmental Health
 EP Emergency Preparedness
 HPWC Healthy People Wood County
 HS Healthy Smiles
 IMM Immunization
 LEAD Childhood Lead

MCH Maternal/Child Health
 PH Public Health
 PHHS Preventive Health/Health Services
 PNCC Prenatal Care Coordination
 WCBFC Wood County Breastfeeding Coalition
 WIC Women, Infant, Children
 WIQI Accreditation Infrastructure Grant

Committee Report
County of Wood

Report of claims for: HUMAN SERVICES

For the period of: AUGUST 2018

For the range of vouchers: 40183562 - 40183999

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183562	AKEY ROBERT	JUN RESPITE FC	06/30/2018	\$46.00	P
40183563	AKEY ROBERT	JUN RESPITE FC	06/30/2018	\$69.00	P
40183564	AKEY ROBERT	JUN RESPITE FC	06/30/2018	\$69.00	P
40183565	COMMUNITY CARE RESOURCES	JUN PLAN,PLACE, SUPER FC	06/30/2018	\$218.22	P
40183566	DIEDRICK KATHY OR BOB	JUN FC TRANSPORTATION	06/30/2018	\$23.98	P
40183567	DIEDRICK KATHY OR BOB	JUN FC TRANSPORTATION	06/30/2018	\$147.15	P
40183568	DIEDRICK KATHY OR BOB	JUN FC TRANSPORTATION	06/30/2018	\$47.96	P
40183569	ELZINGA JULIE	JUN FC TRANSPORTATION	06/30/2018	\$37.06	P
40183570	KNUDSON JULIA OR KEVIN	JUN RESPITE FC	06/30/2018	\$69.00	P
40183571	KNUDSON JULIA OR KEVIN	JUN RESPITE FC	06/30/2018	\$69.00	P
40183572	KNUDSON JULIA OR KEVIN	JUN RESPITE FC	06/30/2018	\$69.00	P
40183573	KNUDSON JULIA OR KEVIN	JUN FC TRANSPORTATION	06/30/2018	\$110.64	P
40183574	KNUDSON JULIA OR KEVIN	JUN RESPITE FC	06/30/2018	\$203.60	P
40183575	KNUDSON JULIA OR KEVIN	JUN RESPITE FC	06/30/2018	\$92.00	P
40183576	KNUDSON JULIA OR KEVIN	JUN RESPITE FC	06/30/2018	\$101.80	P
40183577	KUENNEN JOAN	JUN FC TRANSPORTATION	06/30/2018	\$51.23	P
40183578	KUENNEN JOAN	JUN RESPITE FC	06/30/2018	\$138.00	P
40183579	MEISTER TARA	JUN RESPITE FC	06/30/2018	\$49.80	P
40183580	OTTUM COLLENE OR MICHAEL	JUN RESPITE FC	06/30/2018	\$175.10	P
40183581	PETZOLD CHRISTA OR JOHN	JUN RESPITE FC	06/30/2018	\$69.00	P
40183582	REES REBECCA	JUN RESPITE FC	06/30/2018	\$46.00	P
40183583	SCHNEIDER TERRA OR DARRIN	JUN RESPITE FC	06/30/2018	\$100.00	P
40183584	TRANEL APRIL OR MATT	JUN RESPITE FC	06/30/2018	\$69.00	P
40183585	WIRTH MANDA	CW RECEIVING HOME	06/30/2018	\$720.00	P
40183586	WIRTH MANDA	CW RECEIVING HOME	06/30/2018	\$744.00	P
40183587	WIRTZ ZOE	JUN FC TRANSPORTATION	06/30/2018	\$93.66	P
40183588	WIRTZ ZOE	JUN FC TRANSPORTATION	06/30/2018	\$274.50	P
40183589	WIRTZ ZOE	JUN RESPITE FC	06/30/2018	\$115.00	P
40183590	MOON BEACH-UNITED CHURCH CAMPS INC	STATE PASS THRU FUNDS	06/30/2018	\$2,248.00	P
40183591		STATE PASS THRU FUNDS	06/30/2018	\$250.00	P
40183592		STATE PASS THRU FUNDS	06/30/2018	\$122.85	P
40183593		STATE PASS THRU FUNDS	06/30/2018	\$240.00	P
40183594		STATE PASS THRU FUNDS	06/30/2018	\$260.00	P
40183595		STATE PASS THRU FUNDS	06/30/2018	\$260.00	P

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Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183596	BAUER GRACE A	JUN MILEAGE	06/30/2018	\$315.56	P
40183597	ADVOCATE PSYCHOLOGICAL SERVICES	CCS CONTRACTED SERVICES JUN	06/30/2018	\$385.68	P
40183598	BAILEY ROGER	VOLUNTEER TRANSPORTATION JUN	06/30/2018	\$99.19	P
40183599	BALTUS OIL COMPANY	CSP/CTT VEHICLE EXPENSE	06/30/2018	\$119.22	P
40183600	BROTOLOC HEALTH CARE SYSTEMS I	RESIDENTIAL SERVICES JUN	06/30/2018	\$5,890.20	P
40183601	BROWNELL MARY	VOLUNTEER TRANSPORTATION JUN	06/30/2018	\$215.82	P
40183602	CENTRAL WI COUNSELING ASSOC LLC	CCS CONTRACTED SERVICES	06/30/2018	\$17,794.15	P
40183603	CLINICAL SERVICES	CW FAMILY PRESERVATION	06/30/2018	\$7,599.75	P
40183604		RESTITUTION PAYMENT	06/30/2018	\$40.00	P
40183605	DEER PATH ASSISTED LIVING INC	RESIDENTIAL SERVICES JUN	06/30/2018	\$4,720.00	P
40183606	GREENFIELD REHABILITATION AGENCY INC	OT AND B23 SERVICES	06/30/2018	\$12,907.50	P
40183607	LE PHILLIPS CAREER DEV CENTER	SHELTERED EMPLOYMENT JUN	06/30/2018	\$386.00	P
40183608	INNOVATIVE SERVICES	VOCATIONAL SERVICES	05/31/2018	\$10,520.00	P
40183609	NEUMARK STENSBERG DESIGN & PRINT INC	AODA PREVENTION SURVEY PRINTIN	06/30/2018	\$727.86	P
40183610	SMAZAL DALE A	VOLUNTEER TRANSPORTATION JUN	06/30/2018	\$603.86	P
40183611	THERAPY WITHOUT WALLS	CCS CONTRACTED SERVICES	06/30/2018	\$23,732.20	P
40183612	TREMPEALEAU CO HEALTH CARE	RESIDENTIAL/IMD SERVICES JUN	06/30/2018	\$131.07	P
40183613	WISCONSIN DEPT OF CORRECTIONS	JUVENILE CORRECTIVE SERVICES	06/30/2018	\$11,700.00	P
40183614	CZYS KATRINA M	JUN MILEAGE	06/30/2018	\$370.27	P
40183615		IL REIMBURSE YOUTH DMV FEES	06/30/2018	\$58.00	P
40183616	BLUE JAY TAXI	FSET TAXI VOUCHERS	07/18/2018	\$210.00	P
40183617		FSET REIMB BARTEND LICENSE FEE	07/18/2018	\$70.00	P
40183618	REGISTRATION FEE TRUST	FSET DRIVER LICENSE FEE	07/18/2018	\$84.00	P
40183619	REQUE BETHANY	IL REIMB YOUTH DMV FEE	07/18/2018	\$211.33	P
40183620	WOOD COUNTY REGISTER OF DEEDS	CW BIRTH CERTIFICATE	07/18/2018	\$20.00	P
40183621	ADVANCED DISPOSAL	REFUSE SERVICES JUL	07/18/2018	\$285.78	P
40183622	CINTAS CORPORATION	CSP/CTT CLEANING SUPPLIES	07/18/2018	\$321.40	P
40183623	WI DOJ/DCI	NATIONAL DRUG END CHLD CONF	07/18/2018	\$225.00	P
40183624	WJCIA	WJCIA CONFERENCE	07/18/2018	\$125.00	P
40183625	REISSMANN JOANN G	JUN FOSTER CARE	06/30/2018	\$690.00	P
40183626	REISSMANN JOANN G	JUN FOSTER CARE	06/30/2018	\$810.00	P
40183627		APR-JUN KINSHIP	06/30/2018	\$531.53	P
40183628		STATE PASS THRU FUNDS	06/30/2018	\$290.40	P
40183629	GENGLER CRISTINA M	JUN FOSTER CARE	06/30/2018	\$235.20	P
40183630	GENGLER CRISTINA M	JUN FOSTER CARE	06/30/2018	\$182.93	P
40183631	MATTHEWS JODI OR JOHN	JUN FOSTER CARE	06/30/2018	\$79.20	P
40183632	KUENNEN JOAN	JUN FOSTER CARE	06/30/2018	\$324.97	P
40183633	WIRTH MANDA	JUN RESPITE FC	06/30/2018	\$200.00	P
40183634	WIRTZ ZOE	JUN RESPITE FC	06/30/2018	\$138.00	P
40183635	LANG DOREEN	JUN MILEAGE/MEALS	06/30/2018	\$291.86	P
40183636	CLARITY CARE INC	RESIDENTIAL SERVICES MAY	05/31/2018	\$6,882.00	P
40183637	CREATIVE COMMUNITY LIVING SERV	COMMUNITY SKILLS JUN	06/30/2018	\$15,282.33	P
40183638	DALCO	CSP/CTT CLEANING SUPPLIES	06/30/2018	\$4.50	P
40183639	DRAKE HOUSE THE - CBRF	RESIDENTIAL SERVICES JUN	06/30/2018	\$16,247.83	P

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Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183640	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	06/30/2018	\$36.40	P
40183641	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	06/30/2018	\$63.82	P
40183642	EXPERIAN HEALTH INC	VERIFICATION OF CLIENT CHARGES	06/30/2018	\$134.16	P
40183643	[REDACTED]	OWI REFUND	06/30/2018	\$250.00	P
40183644	LANG DOREEN	ESS HOTEL & MEALS	06/30/2018	\$125.00	P
40183645	LOCUMTENENS HOLDINGS, LLC	DR RAO PSYCH SERVICES MAY	05/31/2018	\$5,585.70	P
40183646	MIDSTATE INDEPENDENT LIVING CHOICES	PEER SPECIALISTS AT CLUBHOUSE	06/30/2018	\$3,230.00	P
40183647	INNOVATIVE SERVICES	CSP CLEANING SERVICES	06/30/2018	\$525.00	P
40183648	INNOVATIVE SERVICES	VOCATIONAL SERVICES JUN	06/30/2018	\$11,037.50	P
40183649	OPPORTUNITY DEVELOPMENT CENTER	VOCATIONAL SERVICES JUN	06/30/2018	\$6,993.39	P
40183650	POSITIVE ALTERNATIVES	GROUP HOME JUN	06/30/2018	\$9,032.68	P
40183651	SATELLITE TRACKING OF PEOPLE LLC	CW ELECTRONIC MONITORING FEES	06/30/2018	\$123.25	P
40183652	WISCONSIN MEDIA	LEGAL NOTICES	06/30/2018	\$30.69	P
40183653	WOODLAND ENHANCED HEALTH SERVICES COMMISSION	LONG TERM CARE/NH SERVICES JUN	06/30/2018	\$10,000.00	P
40183654	NORWOOD HEALTH CENTER	NW CLIENT INS PAYMENT	06/30/2018	\$123.16	P
40183655	NORWOOD HEALTH CENTER	NW CLIENT INS PAYMENT JUN18	06/30/2018	\$128.54	P
40183656	NORWOOD HEALTH CENTER	NW TRIP PAYMENT	06/30/2018	\$714.00	P
40183657	NORWOOD HEALTH CENTER	NW CLIENT INS PAYMENT JUN18	06/30/2018	\$333.92	P
40183658	RHINEHART KARI	CW MEAL FOR CLIENT	06/30/2018	\$6.72	P
40183659	AUTO PRO REPAIR LLC	FSET AUTO REPAIR	07/25/2018	\$454.46	P
40183660	CHRISTENSEN MARY	CW CLIENT REIMBURSE	07/25/2018	\$9.50	P
40183661	CHRISTENSEN MARY	CW MEAL FOR CLIENT	07/25/2018	\$8.75	P
40183662	KWIK TRIP	CW GAS CARDS	07/25/2018	\$50.00	P
40183663	NORTHCENTRAL TECHNICAL COLLEGE	IL ETV REIMBURSEMENT	07/25/2018	\$369.10	P
40183664	NORTHCENTRAL TECHNICAL COLLEGE	FSET NTC APPLICATION FEE	07/25/2018	\$849.25	P
40183665	PARKVIEW TERRACE	CW PLUMBING BILL ASSIST	07/25/2018	\$285.00	P
40183666	PRINT SHOP THE	FSET PROGRAM MATERIALS	07/25/2018	\$2,339.66	P
40183667	RAPID CAB COMPANY INC	FSET TAXI CAB VOUCHERS	07/25/2018	\$800.00	P
40183668	REGISTRATION FEE TRUST	FSET DMV FEES	07/25/2018	\$149.50	P
40183669	REQUE BETHANY	IL PORTAGE CTY OPEN HOUSE	07/25/2018	\$13.81	P
40183670	SAFEWAY BUS TRANSIT INC	FSET EMPLOYER PASSENGER ENDORS	07/25/2018	\$150.00	P
40183671	SCHIERL TIRE & SERVICE	FSET AUTO REPAIR	07/25/2018	\$1,334.99	P
40183672	TEAM MATTHEWS	FSET AUTO REPAIR	07/25/2018	\$952.41	P
40183673	UTECHT HEATHER	CW CLIENT REIMB	07/25/2018	\$5.19	P
40183674	WAL-MART STORES INC	CW WALMART GIFT CARD	07/25/2018	\$100.00	P
40183675	WETA	FSET REGIONAL TRAINING FEE	07/25/2018	\$70.00	P
40183676	[REDACTED]	STATE PASS THRU FUNDS	07/25/2018	\$120.00	P
40183677	[REDACTED]	STATE PASS THRU FUNDS	07/25/2018	\$1,403.16	P
40183678	CHARTER COMMUNICATIONS- MILWAUKEE	CHARTER CABLE CORNERSTONE	07/25/2018	\$38.64	P
40183679	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/25/2018	\$123.00	P
40183680	PROJECT LIFESAVER INC	PROJECT LIFESAVER BATTERY TEST	07/25/2018	\$1,037.87	P
40183681	SHRED SAFE LLC	DESTRUCTION OF BINS JUL	07/25/2018	\$180.00	P
40183682	CITY OF MARSHFIELD	MARSH CITY HALL RENT	08/01/2018	\$4,990.00	P

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Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183683	FINK DANNY R	RENT ASSISTANCE AUG	08/01/2018	\$125.00	P
40183684	SOMMER PROPERTY MANAGEMENT LLC	CCS/CSP MARSH RENT AUG	08/01/2018	\$7,156.43	P
40183685	CAP SERVICES INC	IL RENT PAYMENT	07/31/2018	\$245.00	P
40183686	CHRISTENSEN MARY	CW MEAL FOR CLIENT	07/31/2018	\$6.89	P
40183687	COOK JODI	CW RENTAL CAR GAS	07/31/2018	\$23.50	P
40183688	EAGLE RIVER SERVICE CENTER INC	FSET AUTO REPAIR	07/31/2018	\$101.89	P
40183689	HAYES KAREN A	CW CAR RENTAL GAS	06/30/2018	\$23.32	P
40183690	HAYES KAREN A	CW RENTAL CAR GAS	06/30/2018	\$44.82	P
40183691	HAYES KAREN A	CW CAR RENTAL GAS	06/30/2018	\$22.99	P
40183692	HAYES KAREN A	CW RENTAL CAR GAS	07/31/2018	\$28.41	P
40183693	HAYES KAREN A	CW RENTAL CAR GAS	07/31/2018	\$16.91	P
40183694	HAYES KAREN A	CW CAR RENTAL GAS	07/31/2018	\$49.72	P
40183695	HAYES KAREN A	CW CAR RENTAL GAS	07/31/2018	\$20.66	P
40183696	HAYES KAREN A	CW CAR RENTAL GAS	07/31/2018	\$37.69	P
40183697	MID-STATE TECHNICAL COLLEGE	FSET JOB SKILLS TRAINING FEES	07/31/2018	\$4,756.18	P
40183698	NORWOOD HEALTH CENTER	OPC MEDICAL SUPPLIES	06/30/2018	\$226.04	P
40183699	NORWOOD HEALTH CENTER	NW CLIENT INS PAYMENT JUL	07/31/2018	\$148.80	P
40183700	REGISTRATION FEE TRUST	FSET LICENSE PLATE FEE	07/31/2018	\$75.00	P
40183701	REGISTRATION FEE TRUST	FSET DRIVER LICENSE FEE	07/31/2018	\$35.00	P
40183702	REGISTRATION FEE TRUST	CW WI ID CARD	07/31/2018	\$28.00	P
40183703	REQUE BETHANY	IL CLIENT REIMBURSEMENT	07/31/2018	\$5.58	P
40183704	RHINEHART KARI	CW CLIENT MEAL GAS	07/31/2018	\$109.54	P
40183705	RIVER CITY CAB	FSET TAXI VOUCHERS	07/31/2018	\$2,000.00	P
40183706	SHOPKO STORES OPERATING CO LLC	FSET JUN18 INVOICE	06/30/2018	\$675.13	P
40183707	WANSERSKI STEPHANIE S	CW GAS RENTAL CAR	07/31/2018	\$31.61	P
40183708	WOOD COUNTY PARK & FORESTRY PETTY CASH	FALL ALL STAFF MEETING	07/31/2018	(Voided)	P
40183709		STATE PASS THRU FUNDS	07/31/2018	\$164.20	P
40183710	MARSHFIELD AREA YMCA	STATE PASS THRU FUNDS	07/31/2018	\$42.00	P
40183711	REIS MARTIAL ARTS	STATE PASS THRU FUNDS	07/31/2018	\$42.50	P
40183712	KUENNEN JOAN	JUN FOSTER CARE	06/30/2018	\$324.97	P
40183713	POSITIVE ALTERNATIVES	JUN GROUP HOME	06/30/2018	\$2,756.00	P
40183714	MEISTER TARA	JUN FC RESPITE	06/30/2018	\$174.30	P
40183715	CLINICAL SERVICES	CW FAMILY PRESERVATION	06/30/2018	\$8,861.25	P
40183716	CORDANT HEALTH SOLUTIONS	CONTRACTED YOUTH SERVICES	07/31/2018	\$580.98	P
40183717		CI REIMBURSEMENT	07/31/2018	\$178.00	P
40183718	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/31/2018	\$36.40	P
40183719	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/31/2018	\$67.62	P
40183720	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/31/2018	\$31.91	P
40183721	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/31/2018	\$163.45	P
40183722	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/31/2018	\$36.40	P
40183723	ENTERPRISE RENT-A-CAR	CW RENTAL CAR	07/31/2018	\$36.40	P
40183724	FRONTIER COMMUNICATIONS	TELEPHONE EXP-CORNERSTONE	08/01/2018	\$209.92	P
40183725	JOHNSTON JAMES	AODA DAY TX LECTURE	07/31/2018	\$20.00	P
40183726	LANG DOREEN	ESS HOTEL & MEALS	07/31/2018	\$226.00	P

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Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183727	LUTHERAN SOCIAL SERVICES	AODA SERVICE	06/30/2018	\$435.00	P
40183728	MARSHFIELD PARK & REC DEPT	FALL ALL STAFF MEETING RENTAL	07/31/2018	\$113.74	P
40183729	REDWOOD BIOTECH	OPC DRUG TESTIING	06/30/2018	\$43.75	P
40183730	SOLARUS	PHONE EXPENSE-BRIDGEWAY CRISIS	07/31/2018	\$107.18	P
40183731	US BANK	US BANK STATEMENT RECON	07/31/2018	\$5,340.71	P
40183732	UW - MADISON	FAMILY SERVICES TRAINING	06/30/2018	\$175.00	P
40183733	WAL-MART COMMUNITY/SYNCB	CREDIT CARD CHARGES JUL	07/31/2018	\$39.18	P
40183734	[REDACTED]	CW SSI REFUND	06/30/2018	\$1,013.13	P
40183735	WJCIA	WJCIA CONFERENCE	07/31/2018	\$125.00	P
40183736	[REDACTED]	RESTITUTION PAYMENT	07/31/2018	\$40.00	P
40183737	[REDACTED]	RESTITUTION PAYMENT	07/31/2018	\$19.99	P
40183738	[REDACTED]	RESTITUTION PAYMENT	07/31/2018	\$10.01	P
40183739	[REDACTED]	RESTITUTION PAYMENT	07/31/2018	\$36.38	P
40183740	MENOMINEE DEPT OF TRANSIT SERVICES	FSET BUS PASSES	07/31/2018	\$100.00	P
40183741	WOOD COUNTY PARKS	FALL ALL STAFF MEETING	07/31/2018	\$100.00	P
40183742	KWIK TRIP	FSET REGIONAL GAS CARDS	08/03/2018	\$38,009.60	P
40183743	DIEDRICK KATHY OR BOB	RECEIVING HOME AUG	08/03/2018	\$788.00	P
40183744	WIRTH MANDA	RECEIVING HOME AUG	08/03/2018	\$744.00	P
40183745	OHP Care Provider	Out of Home Placement	08/03/2018	\$69.46	P
40183746	OHP Care Provider	Out of Home Placement	08/03/2018	\$28.56	P
40183747	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,572.00	P
40183748	OHP Care Provider	Out of Home Placement	08/03/2018	\$38.71	P
40183749	OHP Care Provider	Out of Home Placement	08/03/2018	\$124.19	P
40183750	OHP Care Provider	Out of Home Placement	08/03/2018	\$79.03	P
40183751	OHP Care Provider	Out of Home Placement	08/03/2018	\$165.23	P
40183752	OHP Care Provider	Out of Home Placement	08/03/2018	\$166.84	P
40183753	OHP Care Provider	Out of Home Placement	08/03/2018	\$247.26	P
40183754	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183755	OHP Care Provider	Out of Home Placement	08/03/2018	\$330.45	P
40183756	OHP Care Provider	Out of Home Placement	08/03/2018	\$361.48	P
40183757	OHP Care Provider	Out of Home Placement	08/03/2018	\$93.94	P
40183758	OHP Care Provider	Out of Home Placement	08/03/2018	\$83.87	P
40183759	OHP Care Provider	Out of Home Placement	08/03/2018	\$361.48	P
40183760	OHP Care Provider	Out of Home Placement	08/03/2018	\$53.68	P
40183761	OHP Care Provider	Out of Home Placement	08/03/2018	\$167.74	P
40183762	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,360.00	P
40183763	OHP Care Provider	Out of Home Placement	08/03/2018	\$55.61	P
40183764	OHP Care Provider	Out of Home Placement	08/03/2018	\$69.52	P
40183765	OHP Care Provider	Out of Home Placement	08/03/2018	\$69.52	P
40183766	OHP Care Provider	Out of Home Placement	08/03/2018	\$63.55	P
40183767	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183768	OHP Care Provider	Out of Home Placement	08/03/2018	\$40.00	P
40183769	OHP Care Provider	Out of Home Placement	08/03/2018	\$13,841.50	P
40183770	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P

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Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183771	OHP Care Provider	Out of Home Placement	08/03/2018	\$212.90	P
40183772	OHP Care Provider	Out of Home Placement	08/03/2018	\$13,702.00	P
40183773	OHP Care Provider	Out of Home Placement	08/03/2018	\$12,022.42	P
40183774	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183775	OHP Care Provider	Out of Home Placement	08/03/2018	\$464.00	P
40183776	OHP Care Provider	Out of Home Placement	08/03/2018	\$605.00	P
40183777	OHP Care Provider	Out of Home Placement	08/03/2018	\$12,022.42	P
40183778	OHP Care Provider	Out of Home Placement	08/03/2018	\$389.16	P
40183779	OHP Care Provider	Out of Home Placement	08/03/2018	\$368.58	P
40183780	OHP Care Provider	Out of Home Placement	08/03/2018	\$645.48	P
40183781	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183782	OHP Care Provider	Out of Home Placement	08/03/2018	\$152.00	P
40183783	OHP Care Provider	Out of Home Placement	08/03/2018	\$490.00	P
40183784	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183785	OHP Care Provider	Out of Home Placement	08/03/2018	\$96.00	P
40183786	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183787	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183788	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183789	OHP Care Provider	Out of Home Placement	08/03/2018	\$490.00	P
40183790	OHP Care Provider	Out of Home Placement	08/03/2018	\$344.00	P
40183791	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183792	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,200.00	P
40183793	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183794	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183795	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183796	OHP Care Provider	Out of Home Placement	08/03/2018	\$410.97	P
40183797	OHP Care Provider	Out of Home Placement	08/03/2018	\$362.32	P
40183798	OHP Care Provider	Out of Home Placement	08/03/2018	\$1,153.00	P
40183799	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183800	OHP Care Provider	Out of Home Placement	08/03/2018	\$136.00	P
40183801	OHP Care Provider	Out of Home Placement	08/03/2018	\$490.00	P
40183802	OHP Care Provider	Out of Home Placement	08/03/2018	\$32.00	P
40183803	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183804	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183805	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183806	OHP Care Provider	Out of Home Placement	08/03/2018	\$32.00	P
40183807	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,572.00	P
40183808	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183809	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,572.00	P
40183810	OHP Care Provider	Out of Home Placement	08/03/2018	\$400.00	P
40183811	OHP Care Provider	Out of Home Placement	08/03/2018	\$601.00	P
40183812	OHP Care Provider	Out of Home Placement	08/03/2018	\$888.00	P
40183813	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183814	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,572.00	P

HUMAN SERVICES - AUGUST 2018

Item #5c
40183562 - 40183999

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183815	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183816	OHP Care Provider	Out of Home Placement	08/03/2018	\$373.48	P
40183817	OHP Care Provider	Out of Home Placement	08/03/2018	\$23.23	P
40183818	OHP Care Provider	Out of Home Placement	08/03/2018	\$228.77	P
40183819	OHP Care Provider	Out of Home Placement	08/03/2018	\$58.06	P
40183820	OHP Care Provider	Out of Home Placement	08/03/2018	\$58.06	P
40183821	OHP Care Provider	Out of Home Placement	08/03/2018	\$228.77	P
40183822	OHP Care Provider	Out of Home Placement	08/03/2018	\$12,022.42	P
40183823	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183824	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183825	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183826	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183827	OHP Care Provider	Out of Home Placement	08/03/2018	\$116.16	P
40183828	OHP Care Provider	Out of Home Placement	08/03/2018	\$64.52	P
40183829	OHP Care Provider	Out of Home Placement	08/03/2018	\$7,750.00	P
40183830	OHP Care Provider	Out of Home Placement	08/03/2018	\$112.00	P
40183831	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183832	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183833	OHP Care Provider	Out of Home Placement	08/03/2018	\$221.00	P
40183834	OHP Care Provider	Out of Home Placement	08/03/2018	\$112.00	P
40183835	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183836	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183837	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183838	OHP Care Provider	Out of Home Placement	08/03/2018	\$220.06	P
40183839	OHP Care Provider	Out of Home Placement	08/03/2018	\$240.00	P
40183840	OHP Care Provider	Out of Home Placement	08/03/2018	\$27.61	P
40183841	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183842	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183843	OHP Care Provider	Out of Home Placement	08/03/2018	\$32.00	P
40183844	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183845	OHP Care Provider	Out of Home Placement	08/03/2018	\$200.00	P
40183846	OHP Care Provider	Out of Home Placement	08/03/2018	\$32.00	P
40183847	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183848	OHP Care Provider	Out of Home Placement	08/03/2018	\$200.00	P
40183849	OHP Care Provider	Out of Home Placement	08/03/2018	\$32.00	P
40183850	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183851	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183852	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183853	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183854	OHP Care Provider	Out of Home Placement	08/03/2018	\$11,569.20	P
40183855	OHP Care Provider	Out of Home Placement	08/03/2018	\$12,053.42	P
40183856	OHP Care Provider	Out of Home Placement	08/03/2018	\$547.00	P
40183857	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183858	OHP Care Provider	Out of Home Placement	08/03/2018	\$272.00	P

HUMAN SERVICES - AUGUST 2018

Item #5c
40183562 - 40183999

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183859	OHP Care Provider	Out of Home Placement	08/03/2018	\$1,017.00	P
40183860	OHP Care Provider	Out of Home Placement	08/03/2018	\$11,996.69	P
40183861	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183862	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183863	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183864	OHP Care Provider	Out of Home Placement	08/03/2018	\$88.00	P
40183865	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183866	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183867	OHP Care Provider	Out of Home Placement	08/03/2018	\$88.00	P
40183868	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183869	OHP Care Provider	Out of Home Placement	08/03/2018	\$504.52	P
40183870	OHP Care Provider	Out of Home Placement	08/03/2018	\$735.48	P
40183871	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,572.00	P
40183872	OHP Care Provider	Out of Home Placement	08/03/2018	\$520.00	P
40183873	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183874	OHP Care Provider	Out of Home Placement	08/03/2018	\$152.00	P
40183875	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183876	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183877	OHP Care Provider	Out of Home Placement	08/03/2018	\$511.00	P
40183878	OHP Care Provider	Out of Home Placement	08/03/2018	\$192.00	P
40183879	OHP Care Provider	Out of Home Placement	08/03/2018	\$824.00	P
40183880	OHP Care Provider	Out of Home Placement	08/03/2018	\$200.00	P
40183881	OHP Care Provider	Out of Home Placement	08/03/2018	\$104.00	P
40183882	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183883	OHP Care Provider	Out of Home Placement	08/03/2018	\$872.00	P
40183884	OHP Care Provider	Out of Home Placement	08/03/2018	\$208.00	P
40183885	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183886	OHP Care Provider	Out of Home Placement	08/03/2018	\$152.52	P
40183887	OHP Care Provider	Out of Home Placement	08/03/2018	\$30.97	P
40183888	OHP Care Provider	Out of Home Placement	08/03/2018	\$38.71	P
40183889	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183890	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183891	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183892	OHP Care Provider	Out of Home Placement	08/03/2018	\$40.00	P
40183893	OHP Care Provider	Out of Home Placement	08/03/2018	\$112.00	P
40183894	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183895	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183896	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183897	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183898	OHP Care Provider	Out of Home Placement	08/03/2018	\$64.00	P
40183899	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183900	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183901	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183902	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P

HUMAN SERVICES - AUGUST 2018

Item #5c
40183562 - 40183999

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183903	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183904	OHP Care Provider	Out of Home Placement	08/03/2018	\$192.00	P
40183905	OHP Care Provider	Out of Home Placement	08/03/2018	\$394.00	P
40183906	OHP Care Provider	Out of Home Placement	08/03/2018	\$60.00	P
40183907	OHP Care Provider	Out of Home Placement	08/03/2018	\$64.00	P
40183908	OHP Care Provider	Out of Home Placement	08/03/2018	\$384.00	P
40183909	OHP Care Provider	Out of Home Placement	08/03/2018	\$384.00	P
40183910	OHP Care Provider	Out of Home Placement	08/03/2018	\$6,200.00	P
40183911	OHP Care Provider	Out of Home Placement	08/03/2018	\$478.00	P
40183912	OHP Care Provider	Out of Home Placement	08/03/2018	\$510.00	P
40183913	OHP Care Provider	Out of Home Placement	08/03/2018	\$431.00	P
40183914	OHP Care Provider	Out of Home Placement	08/03/2018	\$216.00	P
40183915	OHP Care Provider	Out of Home Placement	08/03/2018	\$100.00	P
40183916	OHP Care Provider	Out of Home Placement	08/03/2018	\$420.00	P
40183917	OHP Care Provider	Out of Home Placement	08/03/2018	\$876.00	P
40183918	OHP Care Provider	Out of Home Placement	08/03/2018	\$520.00	P
40183919	OHP Care Provider	Out of Home Placement	08/03/2018	\$16,022.04	P
40183920	OHP Care Provider	Out of Home Placement	08/03/2018	\$594.00	P
40183921	OHP Care Provider	Out of Home Placement	08/03/2018	\$520.00	P
40183922	OHP Care Provider	Out of Home Placement	08/03/2018	\$568.00	P
40183923	OHP Care Provider	Out of Home Placement	08/03/2018	\$568.00	P
40183924	OHP Care Provider	Out of Home Placement	08/03/2018	\$544.00	P
40183925	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183926	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183927	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183928	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183929	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183930	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183931	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183932	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183933	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183934	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183935	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183936	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183937	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183938	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183939	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183940	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183941	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183942	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183943	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183944	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183945	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183946	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P

HUMAN SERVICES - AUGUST 2018

Item #5c
40183562 - 40183999

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183947	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183948	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183949	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183950	OHP Care Provider	Out of Home Placement	08/03/2018	\$226.00	P
40183951	OHP Care Provider	Out of Home Placement	08/03/2018	\$226.00	P
40183952	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183953	OHP Care Provider	Out of Home Placement	08/03/2018	\$226.00	P
40183954	OHP Care Provider	Out of Home Placement	08/03/2018	\$375.00	P
40183955	OHP Care Provider	Out of Home Placement	08/03/2018	\$407.00	P
40183956	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183957	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183958	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183959	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183960	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183961	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183962	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183963	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183964	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183965	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183966	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183967	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183968	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183969	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183970	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183971	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183972	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183973	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183974	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183975	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183976	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183977	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183978	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183979	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183980	OHP Care Provider	Out of Home Placement	08/03/2018	\$238.00	P
40183981	MENARDS - PLOVER	STATE PASS THRU FUNDS	07/31/2018	\$305.75	P
40183982	BUILDING BLOCKS LEARNING CENTER INC	FSET CHILDCARE FEE	07/31/2018	\$50.00	P
40183983	CW SOLUTIONS LLC	FSET PARTICIPANT REIMB JUL	07/31/2018	\$1,008.90	P
40183984	CW SOLUTIONS LLC	IL SUBCONTRACT JUL	07/31/2018	\$8,531.35	P
40183985	CW SOLUTIONS LLC	IL PARTICIPANT REIMB JUL	07/31/2018	\$2,137.95	P
40183986	CW SOLUTIONS LLC	FSET SUBCONTRACT JUL	07/31/2018	\$129,133.26	P
40183987	CW SOLUTIONS LLC	FSET CHILD FIRST SUBCONTRACT	07/31/2018	\$1,857.27	P
40183989	MARSHFIELD PUBLIC TRANSPORT	CLIENT TRANSPORTATION	07/31/2018	\$57.00	
40183990	NORWOOD HEALTH CENTER	NW CLIENT INS PAYMENT JUL	07/31/2018	\$1,492.66	P
40183991	NORWOOD HEALTH CENTER	NW CLIENT INS PAYMENT JUL	07/31/2018	\$326.35	P

HUMAN SERVICES - AUGUST 2018

Item #5c
40183562 - 40183999

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40183992		STATE PASS THRU FUNDS	07/31/2018	\$200.00	P
40183993	A TOUCH OF HOME - AFH	RESIDENTIAL SERVICES JUN	06/30/2018	\$4,004.69	P
40183994	MID-STATE TRUCK SERVICE INC	TRANSPORTATION BUS REPAIRS	07/31/2018	\$923.93	P
40183995	RP SERVICES OF WI INC	CAB TICKETS JUL	07/31/2018	\$85.50	P
40183996	VOIANCE LANGUAGE SERVICES LLC	ESS NORTHERN INC MAINT CONS	07/31/2018	\$530.94	P
40183997	WI DEPT OF JUSTICE	CRIMINAL RECORD CHECKS JUL	07/31/2018	\$84.00	P
40183998	WI DEPT OF JUSTICE	EMPLOYEE BACKGROUND CHECKS	07/31/2018	\$80.00	P
40183999	MARSHFIELD PUBLIC TRANSPORT	CLIENT TRANSPORTATION	08/08/2018	\$85.50	
Grand Total:				\$677,699.05	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: NORWOOD HEALTH CENTER

For the period of: AUGUST 2018

For the range of vouchers: 20180327 - 20180369

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
20180327	ADVANCED DISPOSAL	REFUSE SERVICE FOR JUNE '18	06/30/2018	\$572.23	P
20180328	CITY OF MARSHFIELD	LAB ANALYSIS-JUNE 2018	07/11/2018	\$47.00	P
20180329	MARSHFIELD CLINIC	PROFESSIONAL SERVICES-JUNE'18	06/30/2018	\$13,820.85	P
20180330	REIMERS DR KAREN	DR. REIMERS-PSYCH-JUNE 2018	07/20/2018	\$20,678.00	P
20180331	ANCHORTEX CORPORATION	SAFETY RESTRAINT CHAIR	07/16/2018	\$2,354.15	P
20180332	BRUCE JORDON	EE MILEAGE REIMBURSEMENT-JB	07/31/2018	\$117.83	P
20180333	DISH NETWORK	SATELITE TV SERVICE-ALL UNITS	07/04/2018	\$136.99	P
20180334	FIRE & SAFETY EQUIPMENT INC	FIRE SUPPRESSION ADDS/VENT HOOD	07/16/2018	\$1,145.20	P
20180335	FRONTIER COMMUNICATIONS	PHONE/FAX FOR JULY 2018	07/16/2018	\$248.50	P
20180336	GAPPA SECURITY SOLUTIONS LLC	LIGATURE RISKS UPGRADE-HOSP.	07/19/2018	\$14,242.00	P
20180337	HOLIDAY INN	HOTEL STAY-DR. REIMERS-JUNE/JU	07/10/2018	\$738.00	P
20180338	MEDPARTNERS LOCUM TENENS, INC	DR. WHITE-PSYCH-JULY 2018	07/15/2018	\$5,765.00	P
20180339	MITTENS HOME APPLIANCES	EQUIPMENT REPAIRS	07/10/2018	\$35.00	P
20180340	NORIX GROUP INC	LIGATURE RISKS UPGRADE-HOSP.	07/19/2018	\$28,570.20	P
20180341	REIMERS DR KAREN	DR. REIMERS-PSYCH-JULY 2018	07/20/2018	\$19,028.00	P
20180342	SHRED-IT	CONFIDENTIAL SHREDDING-JULY18	07/22/2018	\$48.50	P
20180343	SEUBERT KRISTI	EE MILEAGE REIMBURSEMENT-K.S	07/31/2018	\$36.57	P
20180344	BSG MAINTENANCE INC	HSKPG/LAUNDRY CONTRACT SRVCS	07/20/2018	\$12,442.32	P
20180345	LB MEDWASTE INC	MEDICAL WASTE PICK-UP JUNE '18	06/30/2018	\$189.65	P
20180346	ADVANCED DISPOSAL	REFUSE SERVICE FOR JULY 2018	07/31/2018	\$581.71	P
20180347	JF AHERN CO	REPLACEMENT SPRINKLERS/WRENCH	07/24/2018	\$398.00	P
20180348	APOLLO CORPORATION	NURSING SUPPLIES	07/20/2018	\$576.00	P
20180349	BALTUS OIL COMPANY	VEHICLE FUEL	07/31/2018	\$517.50	P
20180350	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	07/31/2018	\$4,227.41	P
20180351	CENTRAL RESTAURANT PRODUCTS	DIETARY & CONGREGATE SUPPLIES	07/25/2018	\$338.41	P
20180352	FESTIVAL FOODS	FOOD	07/31/2018	\$287.20	P
20180353	GAPPA SECURITY SOLUTIONS LLC	LIGATURE RISKS UPGRADE-HOSP.	07/26/2018	\$360.00	P
20180354	GRAINGER (Norwood)	LIGATURE UPGRADES & MAINT.SUP.	07/31/2018	\$33,232.42	P
20180355	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	07/31/2018	\$1,735.96	P
20180356	GREENFIELD REHABILITATION AGENCY INC	OT/PT/PHYSICAL THERAPY-JULY'18	07/31/2018	\$21,485.10	P
20180357	HILLER'S TRUE VALUE HARDWARE	MAINTENANCE SUPPLIES	07/27/2018	\$79.99	P
20180358	LOGISTICS MANAGEMENT SOLUTIONS LLC	CHAIR/MATTRESS RENTAL-CR PT	08/01/2018	\$449.50	P
20180359	MARSHFIELD LABORATORIES	LAB TESTS ORDERED-JULY2018	07/31/2018	\$124.25	P
20180360	MARSHFIELD UTILITIES	WATER/SEWER/ELECT-JULY2018	07/31/2018	\$17,985.21	P

Committee Report - County of Wood

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Item #5c

NORWOOD HEALTH CENTER - AUGUST
2018

20180327 - 20180369

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
20180361	MARTIN BROS DISTRIBUTING CO INC	FOOD & CONGREGATE & SUPPLIES	07/31/2018	\$38,348.94	P
20180362	MENARDS-MARSHFIELD	MAINT. SUPPLIES/BUILDING UPKEE	08/01/2018	\$914.14	P
20180363	NASSCO	HOUSEKEEPING SUPPLIES	07/31/2018	\$1,051.35	P
20180364	NORIX GROUP INC	LIGATURE RISKS UPGRAGE-HOSP	07/31/2018	\$1,126.80	P
20180365	NORWOOD PETTY CASH ACCOUNT	NORWOOD PETTY CASH FOR JULY 20	07/31/2018	\$33.11	P
20180366	RESERVE ACCOUNT	REPLENISH POSTAGE IN METER	07/31/2018	\$200.00	P
20180367	STANGE JEFF	WELDING REPAIR FOR DIETARY	07/25/2018	\$289.00	P
20180368	WHEELERS OF MARSHFIELD	REPAIRS TO FOOD TRUCK	07/17/2018	\$149.53	P
20180369	WI DEPT OF JUSTICE	EE BACKGROUND CHECKS-JULY	07/31/2018	\$60.00	P

Grand Total:**\$244,767.52**Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

AGENDA ITEM 5c Consent agenda Vouchers - Veterans

Committee Report

County of Wood

Report of claims for: 31- Veteran Service

For the period of: July

For the range of vouchers: 31180026 - 31180032

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
31180026	VERIZON WIRELESS		07/24/2018	(Voided)	P
31180027	WOODTRUST BANK NA	Hotel for WDVA AccreditationBS	07/30/2018	\$320.00	P
31180028	WATERS OF MINOCQUA THE	Hotel for fall conference	07/30/2018	\$656.00	P
31180029	SHEPPARD BEN	Ben's Travel July	08/01/2018	\$184.21	P
31180030	SOSIN LEITA	Leita's Travel July	08/01/2018	\$80.66	P
31180031	IL ASSOC OF COUNTY VETERANS ASSISTANCE COMMISSIONS	National Accreditation for New	08/07/2018	\$700.00	P
31180032	STORAGE UNLIMITED	VSC Grant for GL storage unit	08/07/2018	\$150.00	P
Grand Total:				\$2,090.87	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Edgewater Haven Nursing Home
 Saturday, June 30, 2018

	Actual	Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$501,342.00	\$1,002,684.00	(\$501,342.00)	(50.00%)
Total Taxes	501,342.00	1,002,684.00	(501,342.00)	(50.00%)
Public Charges for Services				
Institutional Care-Private Pay	660,442.68	1,049,475.00	(389,032.32)	(37.07%)
Institutional Care-Other Pay	2,178.00	6,800.00	(4,622.00)	(67.97%)
Public Chgs- Medicare	642,441.40	1,590,200.00	(947,758.60)	(59.60%)
Public Chgs- Medicaid	1,041,053.61	2,303,900.00	(1,262,846.39)	(54.81%)
Public Chgs-Veterans EW	50,231.15		50,231.15	0.00%
Provision for Bad Debts-Edgewater	(6,000.00)	(12,000.00)	6,000.00	(50.00%)
Total Public Charges for Services	2,390,346.84	4,938,375.00	(2,548,028.16)	(51.60%)
Intergovernmental Charges for Services				
Intergovernmental Transfer Program Rev		511,615.00	(511,615.00)	(100.00%)
Total Charges to Other Governments		511,615.00	(511,615.00)	(100.00%)
Total Intergovernmental Charges for Services		511,615.00	(511,615.00)	(100.00%)
Miscellaneous				
Interest		60.00	(60.00)	(100.00%)
Donations	131,659.28		131,659.28	0.00%
Vending/Cafeteria Revenue	2,890.50	9,600.00	(6,709.50)	(69.89%)
Vending Machine Revenue	1,974.69	4,600.00	(2,625.31)	(57.07%)
Other Operating Income	840.00	2,400.00	(1,560.00)	(65.00%)
Total Miscellaneous	137,364.47	16,660.00	120,704.47	724.52%
TOTAL REVENUES	3,029,053.31	6,469,334.00	(3,440,280.69)	(53.18%)
EXPENDITURES				
Health and Human Services				
Edgewater-Nursing	1,947,195.02	4,134,094.00	2,186,898.98	52.90%
Edgewater-Housekeeping	75,785.88	131,548.00	55,762.12	42.39%
Edgewater-Dietary	331,699.93	723,423.00	391,723.07	54.15%
Edgewater-Laundry	35,457.72	150,061.00	114,603.28	76.37%
Edgewater-Maintenance	174,116.94	382,204.00	208,087.06	54.44%
Edgewater-Activities	81,136.20	169,940.00	88,803.80	52.26%
Edgewater-Social Services	72,056.91	156,283.00	84,226.09	53.89%
Edgewater-Administration	305,451.97	621,781.00	316,329.03	50.87%
Total Health and Human Services	3,022,900.57	6,469,334.00	3,446,433.43	53.27%
Capital Outlay				
Depreciation & Amortization	120,389.70		(120,389.70)	0.00%
Total Capital Outlay	120,389.70		(120,389.70)	0.00%
TOTAL EXPENDITURES	3,143,290.27	6,469,334.00	3,326,043.73	51.41%
NET INCOME (LOSS) *	(114,236.96)		(114,236.96)	0.00%

County of Wood
Detailed Income Statement
For the Six Months Ending June 30, 2018
Human Services Department-Combined

2

Item #7

	Actual	2018 Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$4,522,799.46	\$9,045,599.00	(\$4,522,799.54)	(50.00%)
Total Taxes	4,522,799.46	9,045,599.00	(4,522,799.54)	(50.00%)
Intergovernmental Revenues				
State Aid & Grants	6,511,704.44	11,550,908.00	(5,039,203.56)	(43.63%)
Total Intergovernmental	6,511,704.44	11,550,908.00	(5,039,203.56)	(43.63%)
Public Charges for Services				
Public Chgs-Other -Local Grant		27,500.00	(27,500.00)	(100.00%)
Public Charges-Unified & Norwood	6,603,480.85	14,798,951.00	(8,195,470.15)	(55.38%)
Third Party Awards & Settlements		232,688.00	(232,688.00)	(100.00%)
Contractual Adjustment-Unified & Norwood	(2,114,460.20)	(4,643,902.00)	2,529,441.80	(54.47%)
Total Public Charges for Services	4,489,020.65	10,415,237.00	(5,926,216.35)	(56.90%)
Intergovernmental Charges for Services				
Intergovernmental Charges -Congregate Meals	281,936.56	580,000.00	(298,063.44)	(51.39%)
Total Charges to Other Governments	281,936.56	580,000.00	(298,063.44)	(51.39%)
Interdepartmental Charges for Services				
Dept Revenue-Unified & Norwood	36,500.00	73,000.00	(36,500.00)	(50.00%)
Total Interdepartmental Charges	36,500.00	73,000.00	(36,500.00)	(50.00%)
Total Intergovernmental Charges for Services	318,436.56	653,000.00	(334,563.44)	(51.23%)
Miscellaneous				
Rental Income	17,141.31	40,620.00	(23,478.69)	(57.80%)
Gain/Loss-Sale of Property	2,450.00		2,450.00	0.00%
Recovery of PYBD & Contractual Adj	47,292.63	46,500.00	792.63	1.70%
Meal/Vending/Misc Income	17,693.10	30,500.00	(12,806.90)	(41.99%)
Other Miscellaneous	10,123.66	19,708.00	(9,584.34)	(48.63%)
Total Miscellaneous	94,700.70	137,328.00	(42,627.30)	(31.04%)
TOTAL REVENUES	15,936,661.81	31,802,072.00	(15,865,410.19)	(49.89%)
EXPENDITURES				
Health and Human Services				
Human Services-Child Welfare	1,685,249.49	3,607,277.00	1,922,027.51	53.28%
Human Services- Youth Aids	1,636,085.87	3,310,128.00	1,674,042.13	50.57%
Human Services- Child Care	64,029.22	140,048.00	76,018.78	54.28%
Human Services- Transportation	160,323.82	369,556.00	209,232.18	56.62%
Human Services-ESS	681,517.53	1,383,902.00	702,384.47	50.75%
Human Services-FSET	1,317,499.94	2,789,886.00	1,472,386.06	52.78%
Human Services-LIHEAP	63,086.49	125,628.00	62,541.51	49.78%
Human Services-Birth to Three	226,962.20	486,247.00	259,284.80	53.32%
Human Services- FSP	128,774.25	291,898.00	163,123.75	55.88%
Human Services-Child Waivers	111,307.02	249,481.00	138,173.98	55.38%
Human Services-CTT/CSP	255,440.13	569,147.00	313,706.87	55.12%
Human Services-OPC, MH	678,475.20	1,394,982.00	716,506.80	51.36%
Human Services-CCS	920,550.46	1,760,681.00	840,130.54	47.72%
Human Services-Crisis, Legal Services	334,515.01	724,832.00	390,316.99	53.85%
Human Services-MH Contracts	505,518.58	1,538,677.00	1,033,158.42	67.15%
Human Services-OPC, AODA	252,663.60	484,555.00	231,891.40	47.86%
Human Services- OPC, Day Treatment	40,272.26	80,368.00	40,095.74	49.89%
Human Services-AODA Contracts	26,852.38	136,100.00	109,247.62	80.27%
Human Services- Administration	1,591,729.59	3,236,780.00	1,645,050.41	50.82%
Norwood- Crisis Stabilization	255,838.22	466,116.00	210,277.78	45.11%
Norwood-SNF-CMI (Crossroads)	528,953.93	1,047,175.00	518,221.07	49.49%
Norwood SNF-TBI (Pathways)	456,051.39	910,060.00	454,008.61	49.89%
Norwood-Inpatient (Admissions)	1,652,052.12	3,567,009.00	1,914,956.88	53.69%
Norwood-Nursing	135.79		(135.79)	0.00%
Norwood-Dietary	548,785.96	1,010,031.00	461,245.04	45.67%
Norwood-Plant Ops & Maintenance	368,066.95	815,365.00	447,298.05	54.86%
Norwood-Medical Records	83,337.71	168,904.00	85,566.29	50.66%
Norwood-Administration	616,882.07	1,244,555.00	627,672.93	50.43%

County of Wood
Detailed Income Statement
For the Six Months Ending June 30, 2018
Human Services Department-Combined

2
Item #7

	Actual	2018 Budget	Variance	Variance %
Total Health and Human Services	15,190,957.18	31,909,388.00	16,718,430.82	52.39%
TOTAL EXPENDITURES	15,190,957.18	31,909,388.00	16,718,430.82	52.39%
NET INCOME (LOSS) *	745,704.63	(107,316.00)	853,020.63	

Budget Variance:

Community-Transportation \$27,660.00

Norwood-Plant Ops & Maintenance (\$134,976.00)

County of Wood
Detailed Income Statement
For the Six Months Ending June 30, 2018
Human Services Department-Community

2
Item #7

	Actual	2018 Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$3,751,599.48	\$7,503,199.00	(\$3,751,599.52)	(50.00%)
Total Taxes	3,751,599.48	7,503,199.00	(3,751,599.52)	(50.00%)
Intergovernmental Revenues				
State Aid & Grants	6,511,704.44	11,490,908.00	(4,979,203.56)	(43.33%)
Total Intergovernmental	6,511,704.44	11,490,908.00	(4,979,203.56)	(43.33%)
Public Charges for Services				
Public Chgs-Other -Local Grant		27,500.00	(27,500.00)	(100.00%)
Public Charges-Unified & Norwood	3,082,838.99	5,352,681.00	(2,269,842.01)	(42.41%)
Contractual Adjustment-Unified & Norwood	(1,106,950.71)	(1,785,575.00)	678,624.29	(38.01%)
Total Public Charges for Services	1,975,888.28	3,594,606.00	(1,618,717.72)	(45.03%)
Interdepartmental Charges for Services				
Dept Revenue-Unified & Norwood	36,500.00	73,000.00	(36,500.00)	(50.00%)
Total Interdepartmental Charges	36,500.00	73,000.00	(36,500.00)	(50.00%)
Total Intergovernmental Charges for Services	36,500.00	73,000.00	(36,500.00)	(50.00%)
Miscellaneous				
Rental Income	17,141.31	40,620.00	(23,478.69)	(57.80%)
Gain/Loss-Sale of Property	2,450.00		2,450.00	0.00%
Meal/Vending/Misc Income	4,914.47	5,500.00	(585.53)	(10.65%)
Total Miscellaneous	24,505.78	46,120.00	(21,614.22)	(46.87%)
TOTAL REVENUES	12,300,197.98	22,707,833.00	(10,407,635.02)	(45.83%)
EXPENDITURES				
Health and Human Services				
Human Services-Child Welfare	1,685,249.49	3,607,277.00	1,922,027.51	53.28%
Human Services- Youth Aids	1,636,085.87	3,310,128.00	1,674,042.13	50.57%
Human Services- Child Care	64,029.22	140,048.00	76,018.78	54.28%
Human Services- Transportation	160,323.82	369,556.00	209,232.18	56.62%
Human Services-ESS	681,517.53	1,383,902.00	702,384.47	50.75%
Human Services-FSET	1,317,499.94	2,789,886.00	1,472,386.06	52.78%
Human Services-LIHEAP	63,086.49	125,628.00	62,541.51	49.78%
Human Services-Birth to Three	226,962.20	486,247.00	259,284.80	53.32%
Human Services- FSP	128,774.25	291,898.00	163,123.75	55.88%
Human Services-Child Waivers	111,307.02	249,481.00	138,173.98	55.38%
Human Services-CTT/CSP	255,440.13	569,147.00	313,706.87	55.12%
Human Services-OPC, MH	678,475.20	1,394,982.00	716,506.80	51.36%
Human Services-CCS	920,550.46	1,760,681.00	840,130.54	47.72%
Human Services-Crisis, Legal Services	334,515.01	724,832.00	390,316.99	53.85%
Human Services-MH Contracts	505,518.58	1,538,677.00	1,033,158.42	67.15%
Human Services-OPC, AODA	252,663.60	484,555.00	231,891.40	47.86%
Human Services- OPC, Day Treatment	40,272.26	80,368.00	40,095.74	49.89%
Human Services-AODA Contracts	26,852.38	136,100.00	109,247.62	80.27%
Human Services- Administration	1,591,729.59	3,236,780.00	1,645,050.41	50.82%
Total Health and Human Services	10,680,853.04	22,680,173.00	11,999,319.96	52.91%
TOTAL EXPENDITURES	10,680,853.04	22,680,173.00	11,999,319.96	52.91%
NET INCOME (LOSS) *	1,619,344.94	27,660.00	1,591,684.94	

Budget Variance:
Community-Transportation \$27,660.00

County of Wood
Detailed Income Statement
For the Six Months Ending June 30, 2018
Human Services Department-Norwood Health Center

2

Item #7

	Actual	2018 Budget	Variance	Variance %
REVENUES				
Taxes				
General Property Taxes	\$771,199.98	\$1,542,400.00	(\$771,200.02)	(50.00%)
Total Taxes	771,199.98	1,542,400.00	(771,200.02)	(50.00%)
Intergovernmental Revenues				
State Aid & Grants		60,000.00	(60,000.00)	(100.00%)
Total Intergovernmental		60,000.00	(60,000.00)	(100.00%)
Public Charges for Services				
Public Charges-Unified & Norwood	3,520,641.86	9,446,270.00	(5,925,628.14)	(62.73%)
Third Party Awards & Settlements		232,688.00	(232,688.00)	(100.00%)
Contractual Adjustment-Unified & Norwood	(1,007,509.49)	(2,858,327.00)	1,850,817.51	(64.75%)
Total Public Charges for Services	2,513,132.37	6,820,631.00	(4,307,498.63)	(63.15%)
Intergovernmental Charges for Services				
Intergovernmental Charges -Congregate Meals	281,936.56	580,000.00	(298,063.44)	(51.39%)
Total Charges to Other Governments	281,936.56	580,000.00	(298,063.44)	(51.39%)
Total Intergovernmental Charges for Services	281,936.56	580,000.00	(298,063.44)	(51.39%)
Miscellaneous				
Recovery of PYBD & Contractual Adj	47,292.63	46,500.00	792.63	1.70%
Meal/Vending/Misc Income	12,778.63	25,000.00	(12,221.37)	(48.89%)
Other Miscellaneous	10,123.66	19,708.00	(9,584.34)	(48.63%)
Total Miscellaneous	70,194.92	91,208.00	(21,013.08)	(23.04%)
TOTAL REVENUES	3,636,463.83	9,094,239.00	(5,457,775.17)	(60.01%)
EXPENDITURES				
Health and Human Services				
Norwood- Crisis Stabilization	255,838.22	466,116.00	210,277.78	45.11%
Norwood-SNF-CMI (Crossroads)	528,953.93	1,047,175.00	518,221.07	49.49%
Norwood SNF-TBI (Pathways)	456,051.39	910,060.00	454,008.61	49.89%
Norwood-Inpatient (Admissions)	1,652,052.12	3,567,009.00	1,914,956.88	53.69%
Norwood-Nursing	135.79		(135.79)	0.00%
Norwood-Dietary	548,785.96	1,010,031.00	461,245.04	45.67%
Norwood-Plant Ops & Maintenance	368,066.95	815,365.00	447,298.05	54.86%
Norwood-Medical Records	83,337.71	168,904.00	85,566.29	50.66%
Norwood-Administration	616,882.07	1,244,555.00	627,672.93	50.43%
Total Health and Human Services	4,510,104.14	9,229,215.00	4,719,110.86	51.13%
TOTAL EXPENDITURES	4,510,104.14	9,229,215.00	4,719,110.86	51.13%
NET INCOME (LOSS) *	(873,640.31)	(134,976.00)	(738,664.31)	

Budget Variance:

Norwood-Plant Ops & Maintenance (\$134,976.00)

County of Wood
BALANCE SHEET SUMMARY
 Human Services Department
 Saturday, June 30, 2018

	<u>2018</u>	<u>2017</u>
ASSETS		
Cash and investments	461,279.36	361,574.45
Receivables:		
Miscellaneous	1,674,434.44	3,293,689.59
Due from other governments	3,182,168.29	2,660,186.38
Due from other funds	2,254,287.26	519,750.25
Inventory of supplies, at cost	38,820.98	38,767.50
Prepaid expenses/expenditures	24,651.00	49,704.00
TOTAL ASSETS	<u><u>7,635,641.33</u></u>	<u><u>6,923,672.17</u></u>
LIABILITIES AND FUND EQUITY		
Liabilities:		
Vouchers payable	403,891.50	415,251.84
Accrued compensation	343,187.03	460,065.69
Special deposits	40,552.58	40,352.45
Due to other governments	1,409,707.81	919,677.19
Deferred revenue	1,652,188.36	2,581,271.94
Deferred property tax	3,365,999.53	4,095,504.98
Total Liabilities	<u><u>7,215,526.81</u></u>	<u><u>8,512,124.09</u></u>
Fund Equity:		
Retained earnings:		
Fund Balance:		
Reserved for contingencies	0.00	220,825.69
Reserved for prepaid expenditures	69,154.03	225,000.00
Undesignated	(1,268,384.45)	(2,567,965.94)
Income summary	1,619,344.94	533,688.33
Total Fund Equity	<u><u>420,114.52</u></u>	<u><u>(1,588,451.92)</u></u>
TOTAL LIABILITIES & FUND EQUITY	<u><u>7,635,641.33</u></u>	<u><u>6,923,672.17</u></u>

Wood County/Veterans Service Office

August 10, 2018

TO: Health and Human Services Committee members

FROM: Rock Larson Wood County Veterans Service Officer

RE: 2019 Budget Proposal.

Courthouse - 400 Market St.
P.O. Box 8095
Wisconsin Rapids, WI 54495-8095
Telephone (715) 421-8420

Wood County Annex
1600 N. Chestnut Ave
Marshfield, WI 54449-1449
Telephone (715) 384-3773

TOTAL BUDGET REQUEST \$364,410 TOTAL TAX LEVY \$352,610
OVERALL BUDGET INCREASE is 4.05%. TAX LEVY INCREASE of 4.73%

The veterans department had 25% of their work force leave after the personnel data was sent to the budget document. Therefore we really will have a \$7799 reduction in personnel costs due to a step 2 position instead of a step 7. This would change the overall increase to 1.82% and the tax levy increase to 2.42%.

The only area of discretion by the department head is the Supplies and Expense area of the budget. That was cut 2.38 % this year and 4% last year. If we deleted all of that we would still miss the 1% tax levy decrease.

If required to meet the 1% decrease in tax levy it will be met by a layoff of Veteran's claims staff.

Budget Highlights:

1. TOTAL PERSONAL SERVICES (Salary/Fringes).....\$325,186.00 4.64% increase.
2. CONTRACTUAL SERVICES\$4,801.00 1.27% increase.
3. SUPPLIES AND EXPENSE\$14,786.00 2.38% decrease.
4. FIXED CHARGES.....\$14,637.00 0.4% increase.
5. VETERANS Relief (Veteran Service Commission Money).....\$5,000.00 0% increase.
6. REVENUES.....\$11,500.00 2.13% decrease.

Wisconsin Department of Veterans Affairs Grant:

- a. Meetings and travel \$6,925.00.
 - (1). Travel, meals and lodging to mandatory (CEU spring & fall) training.
 - (2). Travel to Outreach events by out of town staff.
 - (3). Travel to CVSO Association, VA meetings.
- b. Outreach \$175.00
- c. IT, copier costs, fax to email, Software maintenance contract \$4,400.00

**WOOD COUNTY
DEPARTMENTAL PROGRAM DESCRIPTION
AND PRIORITIZATION
SUMMARY**

DEPARTMENT		VETERAN SERVICE			
PRIORITY	FUNCTION NUMBER	PROGRAM TITLE	PROGRAM EXPENSE	TAX LEVY	MANDATED/ NOT MANDATED
2	54710	Veterans Relief	\$ 5,411	\$ 5,411	Mandated
1	54720	Veterans Service Office	\$ 344,334	\$ 344,334	Mandated
4	54730	Veterans Donations for Outreach and G	\$ 300	\$ -	NOT MANDATED
3	54740	Care of Veterans Graves	\$ 2,865	\$ 2,865	Mandated

WOOD COUNTY DEPARTMENTAL PROGRAM DESCRIPTION AND PRIORITIZATION FORM

DEPARTMENT

VETERAN SERVICE

DEPARTMENTAL PRIORITY OF PROGRAM Priority
2 Out of Total Programs
5

PROGRAM NAME Veterans Relief

FUNCTION NUMBER 54710

DESCRIPTION OF SERVICE

County Veterans' Service Commission allows us to provide economic assistance to county veterans, dependents and survivors to prevent want and distress. The program assists applicants on a usually one-time basis to provide monetary benefits to recover from a temporary financial or medically distressful situation. The benefits provided through the Veterans Service Commission are long-lasting, essential and far-reaching and effect a great number of our citizens. We have been instrumental in providing immediate temporary assistance in saving a residence and needed medical transportation as examples.

DESCRIPTION OF USERS/CLIENTS/CUSTOMERS

We serve an estimated 6000 veterans and countless thousands dependents and survivors.

TOTAL ANNUAL EXPENDITURES (2019 BUDGET) Dollars
\$5,411

FUNDING SOURCES AND LEVELS (2019 BUDGET)

	<u>Percent</u>	<u>Dollars</u>
State & Federal Aid	0.00%	\$ -
Public Charges	0.00%	-
Intergovernmental Charges	0.00%	-
Other Program Revenue	0.00%	-
Tax Levy	100.00%	5,411
Total Funding	100.00%	\$ 5,411

IF MANDATED, DESCRIPTION OF MANDATE:

Mandating Entity WI Department of Veterans Affairs

Statute or Regulation WI Stats 45.81 & 45.86

Description of Level of Mandate

County Board appoints 3 member Veteran Commission. They recommend to county board the amount of Tax for needy veterans and then administer that aid.

Penalties/Sanctions for Noncompliance

Unknown.

IMPACT OF PROGRAM REDUCTION OR ELIMINATION

If mandated, penalties/sanctions

Unknown

Effect on expenditures of other programs

May effect other county programs as these veterans will put additional burdens on social programs and charity functions in the county. As part of the program a long term fix of the underlying issues is required.

Likely public reaction (be specific)

Veterans are a very vocal group when it comes to their programs and with a war going on and our local Guard Units deploying the potential for negative media coverage and disruption of public meetings is great.

WOOD COUNTY DEPARTMENTAL PROGRAM DESCRIPTION AND PRIORITIZATION FORM

DEPARTMENT

VETERAN SERVICE

DEPARTMENTAL PRIORITY OF PROGRAM

Priority		Total Programs
1	Out of	5

PROGRAM NAME

Veterans Service Office

FUNCTION NUMBER

54720

DESCRIPTION OF SERVICE

The Veterans Service Office counsels, assists, trouble shoots and educates veterans, dependents and survivors on county, state and federal programs that affect their medical and economic well being. The federal programs range from compensation and pension benefits (monetary and medical) for service-connected disabled veterans and needy veterans, families and survivors to educational and housing benefits. State Veterans' programs range from personal loans, subsistence and health care grants for veterans, families and survivors to education and housing benefits. Outreach/Community Programs promote the educating of the public and, in turn, make veterans more aware of benefits available to them. The benefits provided through the Wood County Veterans Service Office are long-lasting, essential and far-reaching and effect a great number of our citizens.

DESCRIPTION OF USERS/CLIENTS/CUSTOMERS

We serve an estimated 6,500 veterans and countless thousands dependents and survivors.

TOTAL ANNUAL EXPENDITURES (2019 BUDGET)

	Dollars
\$	344,334

FUNDING SOURCES AND LEVELS (2019 BUDGET)

	Percent	Dollars
State & Federal Aid	0.00%	\$ -
Public Charges	0.00%	-
Intergovernmental Charges	0.00%	-
Other Program Revenue	0.00%	
Tax Levy	100.00%	344,334
Total Funding	100.00%	\$ 344,334

IF MANDATED, DESCRIPTION OF MANDATE:

Mandating Entity

WI Department of Veterans Affairs

Statute or Regulation

State Stat 45.80 & 45.82

Description of Level of Mandate

The County Board shall appoint a Veteran's Service Officer and provide office space supplies and staff to perform the duties outlined in State Statue 45.80.

Penalties/Sanctions for Noncompliance

Unknown other than not providing the Veterans Service Offer Grant of \$11,500.00

IMPACT OF PROGRAM REDUCTION OR ELIMINATION

If mandated, penalties/sanctions

Reduction of federal and state veterans dollars coming into the county. Reduction in the quality of life for many Veterans and their families, Increased costs to other departments servicing the needs of these residents.

Effect on expenditures of other programs

Not being aware of and understanding and applying for these programs will put a burden on the public and private sector in Wood County. Especially routine and emergency health care with prescription medication for the aging veteran population.

Likely public reaction (be specific)

Veterans are a very vocal group when it comes to their programs and coming off a ten year two front war the potential for negative media coverage and disruption of public meetings is great.

WOOD COUNTY DEPARTMENTAL PROGRAM DESCRIPTION AND PRIORITIZATION FORM

DEPARTMENT

VETERAN SERVICE

DEPARTMENTAL PRIORITY OF PROGRAM

Priority
5 Out of Total Programs
5

PROGRAM NAME

Veterans Donations for Outreach and Graves

FUNCTION NUMBER

54730

DESCRIPTION OF SERVICE

Provides a means for non tax levy donated funds to be used to provide non mandated programs.

DESCRIPTION OF USERS/CLIENTS/CUSTOMERS

serve an estimated 6000 veterans and countless thousands dependents and survivors

TOTAL ANNUAL EXPENDITURES (2019 BUDGET)

Dollars
\$ 300

FUNDING SOURCES AND LEVELS (2019 BUDGET)

State & Federal Aid
Public Charges
Intergovernmental Charges
Other Program Revenue
Tax Levy
Total Funding

Percent	Dollars
0.00%	\$ -
0.00%	-
0.00%	-
100.00%	300
0.00%	-
100.00%	\$ 300

IF MANDATED, DESCRIPTION OF MANDATE:

Mandating Entity

Statute or Regulation

Description of Level of Mandate

Provide a funding vehicle for the non mandated program cut during the 2010 County Budget process.

1. Funds to rent an outreach booth at the Central Wisconsin State Fair.
2. Funds to rent an outreach table at the Marshfield Senior Fair.
3. Funds to support other outreach events.

Penalties/Sanctions for Noncompliance

none

IMPACT OF PROGRAM REDUCTION OR ELIMINATION

If mandated, penalties/sanctions

none

Effect on expenditures of other programs

None

Likely public reaction (be specific)

Letters to the editor and possible veterans attending county board meetings to voice opposition.

WOOD COUNTY DEPARTMENTAL PROGRAM DESCRIPTION AND PRIORITIZATION FORM

DEPARTMENT VETERAN SERVICE

DEPARTMENTAL PRIORITY OF PROGRAM Priority 3 Out of 5 Total Programs

PROGRAM NAME Care of Veterans Graves

FUNCTION NUMBER 54740

DESCRIPTION OF SERVICE

Care of veterans graves consists of the actual care of veterans graves located in cemeteries within Wood County which have no other care provided. This function also provides flags and flag holders to honor veteran's on patriotic holidays.

DESCRIPTION OF USERS/CLIENTS/CUSTOMERS

Deceased veterans, their spouses and dependents who are buried in Wood County and the care of those graves are not provided by any other means.

TOTAL ANNUAL EXPENDITURES (2019 BUDGET) Dollars
\$ 2,865

FUNDING SOURCES AND LEVELS (2019 BUDGET)

	Percent	Dollars
State & Federal Aid	0.00%	\$ -
Public Charges	0.00%	-
Intergovernmental Charges	0.00%	-
Other Program Revenue	0.00%	-
Tax Levy	100.00%	2,865
Total Funding	100.00%	\$ 2,865

IF MANDATED, DESCRIPTION OF MANDATE:

Mandating Entity WI Department of Veterans Affairs
State Stat: 45.85

Statute or Regulation

Description of Level of Mandate

...see that the graves and tombstones of all members of the armed forces of the United States, including women's auxiliary organizations created by act of congress, who shall at any time have served in any branch of the armed forces of the United States, and of the spouses or surviving spouses of all such members of the armed forces, receive proper and decent care, and may employ all necessary assistance to carry out this section. The expense of the care of such graves and tombstones shall be borne by the respective counties where the said graves are located, except where suitable care is otherwise provided. The amount of expense so charged the county for such care shall not exceed the charge made for the care of other graves in the same cemetery.

Penalties/Sanctions for Noncompliance

Unknown

IMPACT OF PROGRAM REDUCTION OR ELIMINATION

If mandated, penalties/sanctions

Unknown

Effect on expenditures of other programs

None

Likely public reaction (be specific)

The cancellation of the mandated care for veterans grave may cause a problem from the local cemetery sextants. In the past local veterans took offense to and succesfully lobbied to have the flag and flag holder expense placed back in the budget.

WOOD COUNTY DEPARTMENTAL PROGRAM DESCRIPTION AND PRIORITIZATION FORM

DEPARTMENT

VETERAN SERVICE

DEPARTMENTAL PRIORITY OF PROGRAM

<u>Priority</u>		<u>Total Programs</u>
4	Out of	5

PROGRAM NAME

WDVA Grant

FUNCTION NUMBER

54750

DESCRIPTION OF SERVICE

The Wisconsin Department of Veterans Affairs Grant to Counties for improvement of services requires funding and expenditures be held in a separate account therefore this function was established.

DESCRIPTION OF USERS/CLIENTS/CUSTOMERS

We serve an estimated 6,500 veterans and countless thousands dependents and survivors.

TOTAL ANNUAL EXPENDITURES (2019 BUDGET)

	<u>Dollars</u>
\$	11,500

FUNDING SOURCES AND LEVELS (2019 BUDGET)

	<u>Percent</u>	<u>Dollars</u>
State & Federal Aid	100.00%	\$ 11,500
Public Charges	0.00%	-
Intergovernmental Charges	0.00%	-
Other Program Revenue	0.00%	
Tax Levy	0.00%	
Total Funding	<u>100.00%</u>	<u>\$ 11,500</u>

IF MANDATED, DESCRIPTION OF MANDATE:

Mandating Entity

WI Department of Veterans Affairs

Statute or Regulation

State Statute 45.82

Description of Level of Mandate

If a county applies for this grant they are required to separate the funds and expenditures from other operations.

Penalties/Sanctions for Noncompliance

Unknown other than not providing the Veterans Service Offer Grant of \$11,500.00

IMPACT OF PROGRAM REDUCTION OR ELIMINATION

If mandated, penalties/sanctions

Reduction of state veterans dollars coming into the county.

Effect on expenditures of other programs

Supports the activities provided in function 45720

Likely public reaction (be specific)

County of Wood
Veterans

Account Number	Account Name	2019 Requested	2018 Budget	Difference		Explanation Any Line Items that has a variance of 10% or all highlighted items
				Amount	%	
Veterans:						
101-3101-48500-000-000	Veteran's Relief Donations	-	-	-	0.00%	
101-3101-48502-000-000	Veterans Loan Repayment	-	-	-	0.00%	
101-3101-54710-000-101	Wages-Permanent-Veterans Relief	-	-	-	0.00%	
101-3101-54710-000-120	FICA-Veterans Relief	-	-	-	0.00%	
101-3101-54710-000-160	Veterans Relief Workers Comp	-	-	-	0.00%	
101-3101-54710-000-331	Veterans Relief Meetings & Travel	411	411	-	0.00%	
101-3101-54710-000-710	Veterans Relief-Grants & Loans	5,000	5,000	-	0.00%	
101-3102-43567-002-000	State Aid-Veteran's Service Officer	-	-	-	0.00%	
101-3102-54720-000-101	Wages-Permanent-Veterans Service Officer	162,672	156,723	5,949	3.80%	Increase set by COLA and step increases
101-3102-54720-000-119	General Fund- -Veterans Service Office- -Of	-	-	-	0.00%	
101-3102-54720-000-120	FICA-Veterans Service Officer	12,445	11,990	455	3.79%	
101-3102-54720-000-130	Health Ins-Veterans Service Officer	54,450	50,648	3,802	7.51%	
101-3102-54720-000-132	Veterans Service Officer Post Employment I	3,253	3,135	118	3.76%	
101-3102-54720-000-133	Vision Ins-Veterans Service Office	324	312	12	3.85%	
101-3102-54720-000-140	Veterans Service Officer Life Insurance	36	36	-	0.00%	
101-3102-54720-000-151	Veterans Service Officer Retirement	10,656	10,501	155	1.48%	
101-3102-54720-000-160	Veterans Service Officer Workers Compens	342	345	(3)	-0.87%	
101-3102-54720-000-171	Veterans Service Officer Training & Educati	-	-	-	0.00%	
101-3102-54720-000-214	Veterans Service Officer Prof Services-Print	-	-	-	0.00%	
101-3102-54720-000-221	Veterans Service Officer Telephone	1,080	1,080	-	0.00%	
101-3102-54720-000-230	Veterans Service Officer PC Replacement	-	-	-	0.00%	
101-3102-54720-000-311	Veterans Service Officer Office Supplies	472	472	-	0.00%	
101-3102-54720-000-312	Veterans Service Officer Copy Expense	-	-	-	0.00%	
101-3102-54720-000-313	Veterans Service Officer Postage	700	1,000	(300)	-30.00%	Using Fax and Direct upload to VA so mail costs are down
101-3102-54720-000-324	Veterans Services Officer Advertising	-	-	-	0.00%	
101-3102-54720-000-325	Veterans Service Officer Dues & Subscriptic	-	-	-	0.00%	
101-3102-54720-000-331	Veterans Service Officer Meetings & Travel	1,150	1,150	-	0.00%	
101-3102-54720-000-511	Veterans Service Officer Insurance-Liability	1,757	1,699	58	3.41%	
101-3102-54720-000-531	Veterans Service Officer Interdepartment Rt	10,680	10,680	-	0.00%	
101-3102-54720-001-101	Wages-Permanent-Veterans Service Officer	54,163	51,786	2,377	4.59%	(\$7,939.10)
101-3102-54720-001-119	Other Pay-Veterans Service Officer-Mfid	-	-	-	0.00%	
101-3102-54720-001-120	FICA-Veterans Service Officer-Mfid	4,143	3,962	181	4.57%	(\$607.34)
101-3102-54720-001-130	Health Ins-Veterans Service Officer-Mfid	17,957	16,703	1,254	7.51%	
101-3102-54720-001-132	Veterans Service Officer-Mfid OPEB	1,083	1,036	47	4.54%	
101-3102-54720-001-133	Vision Ins-Veterans Service -Manager	-	-	-	0.00%	
101-3102-54720-001-151	Veterans Service Officer-Mfid Retirement	3,548	3,470	78	2.25%	(\$520.00)
101-3102-54720-001-160	Veterans Service Officer-Mfid Workers Com	114	114	-	0.00%	
101-3102-54720-001-221	Veterans Service Officer-Mfid Telephone	361	361	-	0.00%	
101-3102-54720-001-311	Veterans Service Officer-Mfid Office Supplie	86	86	-	0.00%	
101-3102-54720-001-312	Veterans Service Officer-Mfid Copy Expensi	-	-	-	0.00%	

County of Wood
Veterans

Account Number	Account Name	2019 Requested	2018 Budget	Difference		Explanation Any Line Items that has a variance of 10% or all highlighted items
				Amount	%	
Veterans:						
101-3102-54720-001-313	Veterans Service Officer-Mfld Postage	312	312	-	0.00%	
101-3102-54720-001-331	Veterans Service Officer-Mfld Meetings & Ti	350	350	-	0.00%	
101-3102-54720-001-532	Veterans Service Officer-Mfld Building Rent	2,200	2,200	-	0.00%	
101-3102-54720-002-219	Vet Svc Officer Grant-Other Prof Svcs Softw	-	-	-	0.00%	
101-3102-54720-002-325	Vet Svc Officer Grant-Dues & Subscriptions	-	-	-	0.00%	
101-3102-54720-002-331	Vet Svc Officer Grant-Meetings & Travel	-	-	-	0.00%	
101-3102-54720-003-219	Vet Svc Officer-Prof Svcs Software	-	-	-	0.00%	
101-3102-54720-003-312	Vet Svc Officer-Copy Exp	-	-	-	0.00%	
101-3102-54720-003-324	Vet Svc Officer Advertising Outreach	-	-	-	0.00%	
101-3103-48500-000-000	Vets Donations for Outreach & Grave Flags/	-	(250)	250	-100.00%	Did not receive any donations in 2018
101-3103-54730-000-324	Vets Donations for Office Advertising/Outree	300	300	-	0.00%	
101-3104-54740-000-341	Care of Veterans Graves Operating Exp-VE	2,865	2,865	-	0.00%	
101-3105-43567-000-000	WDVA Grants Veterans	(11,500)	(11,500)	-	0.00%	
101-3105-54750-000-101	Wages-WDVA Grants Veterans	-	-	-	0.00%	
101-3105-54750-000-120	FICA-WDVA Grants Veterans	-	-	-	0.00%	
101-3105-54750-000-130	Health Insurance-VA	-	-	-	0.00%	
101-3105-54750-000-132	OPEB-WDVA Grants Veterans	-	-	-	0.00%	
101-3105-54750-000-140	Life Insurance-WDVA Grants Veterans	-	-	-	0.00%	
101-3105-54750-000-151	Retirement-WDVA Grants Veterans	-	-	-	0.00%	
101-3105-54750-000-160	Workers Comp-WDVA Grants Veterans	-	-	-	0.00%	
101-3105-54750-000-214	Veterans-WDVA Grants -Prof Services	200	200	-	0.00%	
101-3105-54750-000-219	Professional Services-WDVA Grants Vetera	2,100	2,100	-	0.00%	
101-3105-54750-000-230	PC Replacement-WDVA Grants Veterans	1,060	1,000	60	6.00%	
101-3105-54750-000-331	Meetings/Travel-WDVA Grants Veterans	6,925	4,290	2,635	61.42%	With new staff training expense has increased
101-3105-54750-002-219	WVDA Grants to Counties-Prof Svcs Softwa	-	-	-	0.00%	
101-3105-54750-002-312	WVDA Grants to Counties-Copy Expense	1,040	1,100	(60)	-5.45%	
101-3105-54750-002-324	WVDA Grants to Counties-Ads Outreach	-	-	-	0.00%	
		352,735	335,667	17,068	5.08%	

**WOOD COUNTY VETERANS
BUDGET SUMMARY
2019**

Category	Veterans Relief 3101 54710	Veterans Service Officer 3102 54720	Veterans Donations 3103 54730	Care of Veterans Graves 3104 54740	WVDA Grant 3105 54750	Veterans Service- Mfld 0 54720-001	2019 Total	Incr(Decr) 2018 Budget	2018 Total
Personal Services	-	325,186	-	-	-	-	325,186	4.64%	310,761
Contractual Services	-	1,441	-	-	3,360	-	4,801	1.27%	4,741
Supplies and Expense	411	3,070	300	2,865	8,140	-	14,786	-2.38%	15,146
Fixed Charges	-	14,637	-	-	-	-	14,637	0.40%	14,579
Debt Service	-	-	-	-	-	-	-	N/A	-
Grants, Contributions & Other	5,000	-	-	-	-	-	5,000	0.00%	5,000
Total Operating Expenditures	5,411	344,334	300	2,865	11,500	-	364,410	4.05%	350,227
Capital Outlay	-	-	-	-	-	-	-	N/A	-
Other Financing Uses	-	-	-	-	-	-	-	N/A	-
Total Expenditures	5,411	344,334	300	2,865	11,500	-	364,410	4.05%	350,227
Intergovernmental	-	-	-	-	11,500	-	11,500	0.00%	11,500
Licenses and Permits	-	-	-	-	-	-	-	N/A	-
Fines, Forfeits and Penalties	-	-	-	-	-	-	-	N/A	-
Public Charges for Services	-	-	-	-	-	-	-	N/A	-
Intergovernmental Charges	-	-	-	-	-	-	-	N/A	-
Miscellaneous	-	-	-	-	-	-	-	-100.00%	250
Other Financing Sources	-	-	-	-	-	-	-	N/A	-
Total Revenues	-	-	-	-	11,500	-	11,500	-2.13%	11,750
Beginning Carryover	2,581	-	3,045	-	-	-	5,626	-32.19%	8,296
Ending Carryover	2,581	-	2,745	-	-	-	5,326	-18.02%	6,496
Tax Levy	5,411	344,334	-	2,865	-	-	352,610	4.73%	336,677
Total Number of Positions (FTE's)	-	2.94	-	-	-	0.97	3.91	(0.00)	3.91

**WOOD COUNTY
BUDGET SUMMARY
2018**

Category	Veterans Relief 3101 54710	Veterans Service Officer 3102 54720	Veterans Donations 3103 54730	Care of Veterans Graves 3104 54740	WVDA Grant 3105 54750	Veterans Service-Mfid 0 54720-001	2018 Total
Personal Services	-	310,761	-	-	-	-	310,761
Contractual Services	-	1,441	-	-	3,300	-	4,741
Supplies and Expense	411	3,370	300	2,865	8,200	-	15,146
Fixed Charges	-	14,579	-	-	-	-	14,579
Debt Service	-	-	-	-	-	-	-
Grants, Contributions & Other	5,000	-	-	-	-	-	5,000
Total Operating Expenditures	5,411	330,151	300	2,865	11,500	-	350,227
Capital Outlay	-	-	-	-	-	-	-
Other Financing Uses	-	-	-	-	-	-	-
Total Expenditures	5,411	330,151	300	2,865	11,500	-	350,227
Intergovernmental	-	-	-	-	11,500	-	11,500
Licenses and Permits	-	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	-	-	-	-	-	-
Public Charges for Services	-	-	-	-	-	-	-
Intergovernmental Charges	-	-	-	-	-	-	-
Miscellaneous	-	-	250	-	-	-	250
Other Financing Sources	-	-	-	-	-	-	-
Total Revenues	-	-	250	-	11,500	-	11,750
Beginning Carryover	5,127	-	3,169	-	-	-	8,296
Ending Carryover	3,377	-	3,119	-	-	-	6,496
Tax Levy	3,661	330,151	-	2,865	-	-	336,677
Total Number of Positions (FTE's)	-	2.94	-	-	-	0.97	3.91

WOOD COUNTY VETERANS SERVICES BUDGET SUMMARY SHEET 2019								
DEPT NUMBER 8 DEPT 0 A/C NAME VETERANS SERVICES FUNCTION SUMMARY TOTAL								
Category	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ 325,186	4.64%	\$ 310,761	\$ 143,067	\$ 311,042	\$ 275,327	\$ 294,097	\$ 290,865
Contractual Services	\$ 4,801	1.27%	\$ 4,741	\$ 1,753	\$ 4,741	\$ 6,503	\$ 3,836	\$ 4,053
Supplies and Expense	\$ 14,786	-2.38%	\$ 15,146	\$ 3,120	\$ 14,323	\$ 14,389	\$ 11,390	\$ 12,823
Fixed Charges	\$ 14,637	0.40%	\$ 14,579	\$ 6,440	\$ 14,579	\$ 12,938	\$ 11,844	\$ 12,113
Debt Service	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants, Contributions & Other	\$ 5,000	0.00%	\$ 5,000	\$ 285	\$ 5,000	\$ 6,851	\$ 3,743	\$ 2,952
Total Operating Expenditures	364,410	4.05%	350,227	154,686	349,685	316,007	324,910	322,606
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ 364,410	4.05%	\$ 350,227	\$ 154,686	\$ 349,685	\$ 316,007	\$ 324,910	\$ 322,606
Taxes	-	N/A	-	-	-	-	-	-
Intergovernmental	11,500	0.00%	11,500	7,421	11,500	11,510	12,886	11,500
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	-100.00%	250	351	351	1,910	2,400	803
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ 11,500	-2.13%	\$ 11,750	\$ 7,772	\$ 11,851	\$ 13,420	\$ 15,286	\$ 12,303
Beginning Carryover	5,626	N/A	8,296	7,125	7,125	8,743	6,567	5,476
Ending Carryover	5,326	N/A	6,496	10,496	5,626	7,125	8,743	6,567
Tax Levy	\$ 352,610	4.73%	\$ 336,677	\$ 150,285	\$ 336,335	\$ 300,969	\$ 311,799	\$ 311,395
10								
Number of Positions (FTE's)	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Regular	3.91	(0.00)	3.91			3.90	3.91	3.91
Part-Time/Temporary	-	-	-					
Request for Program Improvement	-	-	-					
Vacant	-	-	-					
Total Number of Positions (FTE's)	3.91	(0.00)	3.91	-	-	3.90	3.91	3.91

WOOD COUNTY BUDGET
SUMMARY SHEET
2019

DEPT NUMBER 7
DEPT 0
A/C NAME VETERANS SERVICES
FUNCTION Veterans Service-Mfld
54720-001

Category	2019 Budget	% Incr(Decr) Budget	2018 Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	N/A	-	-	-	-	-	-
Supplies and Expense	-	N/A	-	-	-	-	-	-
Fixed Charges	-	N/A	-	-	-	-	-	-
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	-	N/A	-	-	-	-	-	-
Total Operating Expenditures	-	N/A	-	-	-	-	-	-
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	N/A	-	-	-	-	-	-
Licenses and Permits	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	N/A	-	-	-	-	-	-
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Carryover		N/A						
Ending Carryover		N/A						
Tax Levy	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Number of Positions (FTE's)								
Regular	0.97	(0.00)	0.97			0.97	-	-
Part-Time/Temporary	-	-	-					
Request for Program Improvement	-	-	-					
Vacant	-	-	-					
Total Number of Positions (FTE's)	0.97	(0.00)	0.97	-	-	0.97	-	-

WOOD COUNTY BUDGET STAFFING WORKSHEET DEPARTMENTAL PERSONNEL COSTS BY INDIVIDUAL 2018																												
DEPT A/C NAME FUNCTION		VETERANS SERVICES SUMMARY TOTAL																										
EMPLOYEE NAME	DEPT	NON- SUPERVISORY	JOB CODE	HIRE DATE	EMPLOYMENT STATUS	VISION	LIFE INSURANCE CODE	RETIREM ENT CODE	WIC	CURRENT			PROJECTED		AUTHORIZ ED HOURS	ADJUST HOURS	BUDGETED HOURS	FTE EQUIVALENT	GROSS PAY	OPER	VISION INSUR ANCE	SOCIAL SECURITY	HEALTH INSURANCE	LIFE INSURANCE	RETIREMENT COST	WORKERS COMP	TOTAL	
	DEPT									GRADE	STEP	RATE	STEP	RATE					101	132	133	120	130	140	151	160		
MANE, WADE	3102	Non-Supervisory	3606-Assst Vet Service Off	4/12/2013	Full Time 2015	Family		W01WRSGE	9000	8	6	25.7	7	26.88	2,015		2,015	0.97	54,183	1,053	107		4,143	17,957	-	3,548	114	81,115
SHEPARD, BENJAMIN	3102	Non-Supervisory	3604-Veterans Rec 5	9/25/2017	Full Time 2015	Emp+Children	B33RFE	W03WRSGE	9000	5	3	17.21	4	19.56	2,015		2,015	0.97	37,398	748	56		2,861	17,957	18	2,450	73	61,566
KOSIN, LETA	3102	Non-Supervisory	3605-Veterans Rec 7	9/18/2016	Full Time 2015	Emp+Children		W02WRSGE	9000	7	2	21.14	3	22.16	2,015		2,015	0.97	44,652	883	55		3,416	17,957		2,925	94	69,892
LARSON, ROCK	3102	Supervisory	3601-Veterans Service Off	3/17/2003	Full Time 2010	Family	B33RFE	W03WRSGE	9000	12	9	37.14	10	38.76	2,060		2,060	1.00	90,821	1,612	107		6,168	18,536	18	5,281	160	112,512
																					</							

**WOOD COUNTY BUDGET
SUMMARY SHEET
2019**

DEPT NUMBER ² 3101
DEPT VETERANS SERVICES
A/C NAME Veterans Relief
FUNCTION 54710

Category	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ -	N/A	\$ -	\$ 323	\$ 323	\$ 323	\$ 108	\$ 21
Contractual Services	-	N/A	-	-	-	-	-	-
Supplies and Expense	411	0.00%	411	33	88	16	11	275
Fixed Charges	-	N/A	-	-	-	-	-	-
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	5,000	0.00%	5,000	285	5,000	6,851	3,743	2,952
Total Operating Expenditures	5,411	0.00%	5,411	641	5,411	7,190	3,861	3,247
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ 5,411	0.00%	\$ 5,411	\$ 641	\$ 5,411	\$ 7,190	\$ 3,861	\$ 3,247
Taxes	-	N/A	-	-	-	-	-	-
Intergovernmental	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	N/A	-	351	351	1,910	1,800	803
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ -	N/A	\$ -	\$ 351	\$ 351	\$ 1,910	\$ 1,800	\$ 803
Beginning Carryover	2,581	-49.67%	5,127	3,980	3,980	5,598	3,998	2,782
Ending Carryover	2,581	-23.59%	3,377	7,351	2,581	3,980	5,598	3,998
Tax Levy	\$ 5,411	47.80%	\$ 3,661	\$ 3,661	\$ 3,661	\$ 3,661	\$ 3,661	\$ 3,661
2	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Number of Positions (FTE's)								
Regular	-	-	-	-	-	-	-	-
Part-Time/Temporary	-	-	-	-	-	-	-	-
Request for Program Improvement	-	-	-	-	-	-	-	-
Vacant	-	-	-	-	-	-	-	-
Total Number of Positions (FTE's)	-	-	-	-	-	-	-	-

WOOD COUNTY BUDGET

FUND GENERAL 101 LINE ITEM JUSTIFICATION
 DEPT NUMBER 3101 EXPENSES/EXPENDITURES
 DEPT VETERANS SERVICES 2019
 A/C NAME Veterans Relief
 FUNCTION 54710

Object	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Budge	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
101	Salaries-Permanent Straight Time	-	Wages Worksheet	-	N/A	-	300	300	300	100	-
120	FICA	-	Wages Worksheet	-	N/A	-	23	23	23	6	18
160	Workers Comp	-	Wages Worksheet	-	N/A	-	-	-	-	-	3
Personal Services		\$ -		\$ -	N/A	\$ -	\$ 323	\$ 323	\$ 323	\$ 108	\$ 21
331	Veterans Relief Meetings & Travel	411		411	0.00%	411	33	88	16	11	275
Supplies and Expense		\$ 411		\$ 411	0.00%	\$ 411	\$ 33	\$ 88	\$ 16	\$ 11	\$ 275
710	Veterans Relief-Grants & Loans	5,000		5,000	0.00%	5,000	285	5,000	6,851	3,743	2,952
720	#N/A	-		-	N/A	-	-	-	-	-	-
Grants, Contributions & Other		\$ 5,000		\$ 5,000	0.00%	\$ 5,000	\$ 285	\$ 5,000	\$ 6,851	\$ 3,743	\$ 2,952
Totals		\$ 5,411		\$ 5,411	0.00%	\$ 5,411	\$ 641	\$ 5,411	\$ 7,190	\$ 3,861	\$ 3,247
Dynamics						5,411.00	641.06		7,189.55	3,861.31	3,247.33

WOOD COUNTY BUDGET

FUND	GENERAL	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3101	REVENUES								
DEPT	VETERANS SERVICES		2019								
A/C NAME	Veterans Relief										
2											
Source	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Bud	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
48500	Veteran's Relief Donations	-			N/A	-	-		-	1,100	-
48502	Veterans Loan Repayment	-		-	N/A	-	351	351	1,910	700	803
Miscellaneous		\$ -		\$ -	N/A	\$ -	\$ 351	\$ 351	\$ 1,910	\$ 1,800	\$ 803
	TOTALS	\$ -		\$ -	N/A	\$ -	\$ 351	\$ 351	\$ 1,910	\$ 1,800	\$ 803
Dynamics						-	351.11		1,910.00	1,800.00	802.80

**WOOD COUNTY BUDGET
SUMMARY SHEET
2019**

DEPT NUMBER **3102**
DEPT **VETERANS SERVICES**
A/C NAME **Veterans Service Officer**
FUNCTION **54720**

Category	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ 325,186	4.64%	\$ 310,761	\$ 142,764	\$ 310,719	\$ 272,717	\$ 287,236	\$ 290,844
Contractual Services	1,441	0.00%	1,441	473	1,441	5,263	1,574	4,053
Supplies and Expense	3,070	-8.90%	3,370	988	3,070	3,538	5,430	9,358
Fixed Charges	14,637	0.40%	14,579	6,440	14,579	12,938	11,844	12,113
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	-	N/A	-	-	-	-	-	-
Total Operating Expenditures	344,334	4.30%	330,151	150,665	329,809	294,457	306,084	316,369
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ 344,334	4.30%	\$ 330,151	\$ 150,665	\$ 329,809	\$ 294,457	\$ 306,084	\$ 316,369
Intergovernmental	-	N/A	-	-	-	-	-	-
Licenses and Permits	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	N/A	-	-	-	-	-	-
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Carryover	-	N/A	-	-	-	-	-	-
Ending Carryover	-	N/A	-	-	-	-	-	-
Tax Levy	\$ 344,334	4.30%	\$ 330,151	\$ 150,665	\$ 329,809	\$ 294,457	\$ 306,084	\$ 316,369
3	2019	% Incr(Decr)	2018	Actual	2018	2017	2016	2015
7	Requested	2018	Revised	Through	Estimated	Actual	Actual	Actual
Number of Positions (FTE's)	Budget	Budget	Budget	6/30/2018				
Regular	2.94	(0.00)	2.94			2.89	3.82	3.91
Part-Time/Temporary	-	-	-					
Request for Program Improvement	-	-	-					
Vacant	-	-	-					
Total Number of Positions (FTE's)	2.94	(0.00)	2.94	-	-	2.89	3.82	3.91

WOOD COUNTY BUDGET
SUMMARY SHEET
2019

DEPT NUMBER 7
DEPT 0
A/C NAME VETERANS SERVICES
FUNCTION Veterans Service-Mfld
54720-001

Category	2019 Budget	% Incr(Decr) Budget	2018 Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	N/A	-	-	-	-	-	-
Supplies and Expense	-	N/A	-	-	-	-	-	-
Fixed Charges	-	N/A	-	-	-	-	-	-
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	-	N/A	-	-	-	-	-	-
Total Operating Expenditures	-	N/A	-	-	-	-	-	-
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	N/A	-	-	-	-	-	-
Licenses and Permits	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	N/A	-	-	-	-	-	-
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Carryover		N/A						
Ending Carryover		N/A						
Tax Levy	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Number of Positions (FTE's)								
Regular	0.97	(0.00)	0.97			0.97	-	-
Part-Time/Temporary	-	-	-					
Request for Program Improvement	-	-	-					
Vacant	-	-	-					
Total Number of Positions (FTE's)	0.97	(0.00)	0.97	-	-	0.97	-	-

WOOD COUNTY BUDGET STAFFING WORKSHEET DEPARTMENTAL PERSONNEL COSTS BY INDIVIDUAL 2018																											
DEPT A/C NAME FUNCTION	VETERANS SERVICES Veterans Service Officer 54720																										
	DEPT	(NON- SUPERVISORY)	JOB CODE	HIRE DATE	EMPLOYMENT STATUS	VISION	LIFE INSURANCE CODE	RETIREM ENT CODE	WIC	CURRENT				AUTHORIZ ED HOURS	ADJUST HOURS	BUDGETED HOURS	FTE EQUIVALENT	GROSS PAY	OPERS	VISION INSUR ANCE	SOCIAL SECURITY	HEALTH INSURANCE	LIFE INSURANCE	RETIREMENT COST	WORKERS COMP	TOTAL	
										GRADE	STEP	RATE	STEP					RATE	101	132	133	120	130	140	151		180
MAKIL WADE	3102	Non-Supervisory	3806-Asslt Vet Service Off	04/22/13	Full Time 2015	Family	B13LIFE	W01WRS	9000	8	6	25.70	7	26.88	2,015	-	-	0.97	37,398	748	55	2,881	17,957	18	2,450	79	61,566
SHEPPARD, BENJAMIN	3102	Non-Supervisory	3604-Veterans Reo 5	09/25/17	Full Time 2015	Emp+Children	B13LIFE	W01WRS	8000	5	3	17.71	4	18.96	2,015	-	2,015	0.97	37,398	748	55	2,881	17,957	18	2,450	79	61,566
SQSH, LEITA	3102	Non-Supervisory	3605-Veterans Reo 7	09/19/15	Full Time 2015	Emp+Children	B13LIFE	W01WRS	8000	7	2	21.14	3	22.16	2,015	-	2,015	0.97	44,852	893	55	3,416	17,957	-	2,925	94	69,892
LARSON, BOCK	3102	Supervisory	3601-Veterans Service Off	03/17/03	Full Time 2009	Family	B13LIFE	W01WRS	9000	12	5	37.14	10	35.76	2,080	-	2,080	1.00	80,621	1,612	107	8,168	18,336	18	5,281	189	112,512
															8,115	-	8,115	2.94	152,812	3,259	212	12,445	34,450	36	10,652	342	244,071

WOOD COUNTY BUDGET STAFFING WORKSHEET DEPARTMENTAL PERSONNEL COSTS BY INDIVIDUAL 2018																												
DEPT A/C NAME FUNCTION		VETERANS SERVICES Veterans Service-MB 64720-001																										
EMPLOYEE NAME	DEPT	(NON) SUPERVISORY	JOB CODE	HIRE DATE	EMPLOYMENT STATUS	VISION	LIFE INSURANCE CODE	RETIREM ENT CODE	WIC	CURRENT					AUTHORIZ ED HOURS	ADJUST HOURS	BUDGETED HOURS	FTE EQUIVALENT	GROSS PAY		OPER	VISION INSUR ANCE	SOCIAL SECURITY	HEALTH INSURANCE	LIFE INSURANCE	RETIREMENT COST	WORKERS COMP	TOTAL
	DEPT									GRADE	STEP	RATE	STEP	RATE					101	102	103	120	130	140	151	160		
MAKI WADE	3102	Non-Supervisory	3606-Assl Vet Service Off	04/22/13	Full Time 2015	Family	B13LIFE	W01WRS	9000	8	6	25.76	7	26.88	2,015	-	2,015	0.97	54,163	1,083	107	-	4,143	17,957	-	3,548	114	81,115
SHEPPARD, BENJAMIN	3102	Non-Supervisory	3604-Veterans Res 5	09/25/17	Full Time 2015	Emp+Children	B13LIFE	W01WRS	9000	5	3	17.71	4	18.55	2,015	-	-	-	-	-	-	-	-	-	-	-	-	-
SOSIN, LEITA	3102	Non-Supervisory	3605-Veterans Res 7	09/19/16	Full Time 2015	Emp+Children	B13LIFE	W01WRS	9000	7	2	21.14	3	22.16	2,015	-	-	-	-	-	-	-	-	-	-	-	-	-
LARSON, ROCK	3102	Supervisory	3601-Veterans Service Off	03/17/03	Full Time 2080	Family	B13LIFE	W01WRS	9000	12	8	32.14	10	38.76	2,080	-	2,080	0.97	54,163	1,083	107	-	4,143	17,957	-	3,548	114	81,115

WOOD COUNTY BUDGET											
FUND	GENERAL FUND	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER	VETERANS SERVICES	3102	EXPENSES/EXPENDITURES								
DEPT A/C NAME	Veterans Service Officer		2019								
FUNCTION		64720									
Object	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) Budget vs 2018 Budge	2018 Budget	8/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
1-101	101 Salaries-Permanent Straight Time	162,672	Wages Worksheet	162,672	3.80%	156,723	71,639	156,723	132,642	155,407	157,973
	54,163 Wages-Permanent-Veterans Service Offi	54,163		54,163	4.59%	51,786	22,091	51,786	48,653	45,406	45,010
1-119	119 Other Pay	-	Improvement Worksheet	-	N/A	-	-	-	296	-	-
	Other Pay-Veterans Service Officer-Mild	-	Part-time/Temporary Worksheet	-	N/A	-	-	-	534	-	-
1-120	120 FICA	12,445	Wages Worksheet	12,445	3.79%	11,990	5,095	11,900	9,805	11,407	11,384
	FICA-Veterans Service Officer-Mild	4,143	FICA-Veterans Service Officer-Mild	4,143	4.57%	3,962	1,866	3,962	3,754	3,481	3,518
1-130	130 Health Insurance	54,450	Wages Worksheet	54,450	7.51%	50,646	25,324	50,646	45,364	40,976	41,016
	Health Ins-Veterans Service Officer-Mild	17,957	Health Ins-Veterans Service Officer-Mild	17,957	7.51%	16,703	8,351	16,703	15,164	13,931	13,527
1-132	132 Post Employment Benefits	3,253	Wages Worksheet	3,253	3.76%	3,135	1,433	3,135	2,531	2,647	3,159
	Veterans Service Officer-Mild OPEB	1,083	Veterans Service Officer-Mild OPEB	1,083	4.54%	1,036	442	1,036	926	854	900
1-133	133 Vision Insurance	324	Wages Worksheet	217	3.85%	312	96	312	140	-	-
				107	N/A	-	48	48	79	-	-
1-151	140 Life Insurance	36	Wages Worksheet	36	0.00%	36	17	36	30	47	52
	151 Retirement	10,656	Wages Worksheet	10,656	1.48%	10,501	4,800	10,501	9,131	9,420	10,808
1-160	Veterans Service Officer-Mild Retirement	3,548	Veterans Service Officer-Mild Retirement	3,548	2.25%	3,470	1,480	3,470	3,343	3,117	3,030
	160 Worker's Compensation	342	Wages Worksheet	342	-0.67%	345	215	345	298	340	365
1-160	Veterans Service Officer-Mild Workers Comp	114	Veterans Service Officer-Mild Workers Co	114	0.00%	114	49	114	108	96	102
	171 Veterans Service Officer Training & Educatio	-		-	N/A	-	-	-	-	(93)	-
Personal Services		\$ 325,186		\$ 325,186	4.64%	\$ 310,761	\$ 142,764	\$ 310,719	\$ 272,717	\$ 287,236	\$ 290,844
2-219	214 Veterans Service Officer Prof Services-Print	-		-	N/A	-	-	-	172	130	217
	Vet Svc Officer Grant-Other Prof Svcs Softw	-		-	N/A	-	-	-	-	-	700
3-219	3219 Vet Svc Officer-Prof Svcs Software	-		-	N/A	-	-	-	-	-	752
	221 Veterans Service Officer Telephone	1,080		1,080	0.00%	1,080	473	1,080	1,384	1,444	1,464
1-221	Veterans Service Officer-Mild Telephone	361		361	0.00%	361	-	361	231	-	-
	230 Veterans Service Officer PC Replacement	-	Moved to WDVA Grant	-	N/A	-	-	-	3,475	-	920
Contractual Services		\$ 1,441		\$ 1,441	0.00%	\$ 1,441	\$ 473	\$ 1,441	\$ 5,263	\$ 1,574	\$ 4,053
1-311	311 Veterans Service Officer Office Supplies	472		472	0.00%	472	230	472	1,541	566	470
	Veterans Service Officer-Mild Office Supplies	86		86	0.00%	86	-	86	87	12	-
1-312	312 Veterans Service Officer Copy Expense	-		-	N/A	-	-	-	294	-	404
	Veterans Service Officer-Mild Copy Expense	-		-	N/A	-	100	100	-	-	-
3-312	Vet Svc Officer-Copy Exp	-		-	N/A	-	-	-	-	-	401
	313 Veterans Service Officer Postage	700		700	-30.00%	1,000	197	700	558	722	829
1-313	Veterans Service Officer-Mild Postage	312		312	0.00%	312	-	212	-	271	350
	324 Veterans Services Officer Advertising	-		-	N/A	-	-	-	-	-	40
3-324	Vet Svc Officer Advertising Outreach	-		-	N/A	-	-	-	-	-	77
	325 Veterans Service Officer Dues & Subscription	-	Moved to WDVA Grant	-	N/A	-	-	-	195	245	-
1-325	#N/A	-		-	N/A	-	-	-	-	-	-
	2-325 Vet Svc Officer Grant-Dues & Subscriptions	-		-	N/A	-	-	-	-	-	180
1-331	331 Veterans Service Officer Meetings & Travel	1,150	Some moved to WDVA Grant	1,150	0.00%	1,150	451	1,150	864	3,547	432
	Veterans Service Officer-Mild Meetings & Tr	350	Some moved to WDVA Grant	350	0.00%	350	-	350	-	67	-
2-331	Vet Svc Officer Grant-Meetings & Travel	-		-	N/A	-	-	-	-	-	6,174
	Supplies and Expense	\$ 3,070		\$ 3,070	-8.90%	\$ 3,370	\$ 968	\$ 3,070	\$ 3,538	\$ 5,450	\$ 9,358
1-531	511 Veterans Service Officer Insurance-Liability	1,757		1,757	3.41%	1,699	-	1,699	1,156	1,812	2,081
	531 Veterans Service Officer Interdepartmental Re	10,680		10,680	0.00%	10,680	5,340	10,680	10,680	8,544	8,544
1-532	Veterans Service Officer-Mild Building Rent	2,200		2,200	0.00%	2,200	1,100	2,200	1,102	1,468	1,488
Fixed Charges		\$ 14,637		\$ 14,637	0.40%	\$ 14,579	\$ 6,440	\$ 14,579	\$ 12,838	\$ 11,844	\$ 12,113
Totals		\$ 344,334		\$ 344,334	4.30%	\$ 330,151	\$ 150,665	\$ 329,809	\$ 294,457	\$ 306,064	\$ 316,369

WOOD COUNTY BUDGET											
FUND	GENERAL FUND	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3105	EXPENSES/EXPENDITURES								
DEPT	VETERANS SERVICES	3102	2019								
A/C NAME	WVDA Grant	54750									
FUNCTION	5	54720-002									
Object	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) Budget vs 2018 Buds	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
101	Salaries-Permanent Straight Time	-	- Wages Worksheet	-	N/A	-	-	-	1,608	4,854	-
120	FICA	-	- Wages Worksheet	-	N/A	-	-	-	-	293	-
130	Health Insurance	-	- Wages Worksheet	-	N/A	-	-	-	678	1,285	-
132	Post Employment Benefits	-	- Wages Worksheet	-	N/A	-	-	-	-	77	-
133	Vision	-	- Wages Worksheet	-	N/A	-	-	-	-	-	-
140	Life Insurance	-	- Wages Worksheet	-	N/A	-	-	-	-	2	-
151	Retirement	-	- Wages Worksheet	-	N/A	-	-	-	-	253	-
156	Unemployment Compensation	-	- Unemployment Compensation	-	N/A	-	-	-	-	-	-
160	Worker's Compensation	-	- Wages Worksheet	-	N/A	-	-	-	-	9	-
Personal Services		\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ 2,287	\$ 6,753	\$ -
214	Veterans-WDVA Grants -Prof Services	200	Printing	200	0.00%	200	-	17	90	-	-
219	Professional Services-WDVA Grants Veterans	2,100	Vetra Spec, NVLSP,cloud fax	2,100	0.00%	2,100	97	2,100	240	-	-
2-219	WVDA Grants to Counties-Prof Svcs Software	-		-	N/A	-	-	-	-	1,352	-
230	PC Replacement-WDVA Grants Veterans	1,060		1,060	5.00%	1,000	1,183	1,183	610	910	-
Contractual Services		\$ 3,360		\$ 3,360	1.62%	\$ 3,300	\$ 1,280	\$ 3,300	\$ 1,240	\$ 2,252	\$ -
2-312	WVDA Grants to Counties-Copy Expense	1,040		1,040	-5.45%	1,100	220	1,100	478	678	-
2-324	WVDA Grants to Counties-Ads Outreach	-		-	N/A	-	-	-	1,135	-	-
3-324	WVDA Grants to Counties-Ads Outreach	175		175	-93.77%	2,810	13	2,810	370	583	-
331	Meetings/Travel-WDVA Grants Veterans	6,925		6,925	61.42%	4,290	1,611	4,290	5,991	1,600	-
Supplies and Expense		\$ 8,140		\$ 8,140	-0.73%	\$ 8,200	\$ 1,844	\$ 8,200	\$ 7,974	\$ 3,060	\$ -
Totals		\$ 11,500		\$ 11,500	0.00%	\$ 11,500	\$ 3,124	\$ 11,500	\$ 11,500	\$ 12,075	\$ -

WOOD COUNTY BUDGET											
FUND	GENERAL FUND	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3102	REVENUES								
DEPT	VETERANS SERVICES		2019								
A/C NAME	Veterans Service Officer										
3											
Source	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Bud	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
43567-002	State Aid-Veteran's Service Officer	-			N/A	-	-	-	-	-	-
	Intergovernmental	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTALS	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Dynamics

**WOOD COUNTY BUDGET
SUMMARY SHEET
2019**

DEPT NUMBER ⁴ 3103
DEPT VETERANS SERVICES
A/C NAME Veterans Donations
FUNCTION 54730

Category	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	N/A	-	-	-	-	-	-
Supplies and Expense	300	0.00%	300	-	100	-	24	125
Fixed Charges	-	N/A	-	-	-	-	-	-
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	-	N/A	-	-	-	-	-	-
Total Operating Expenditures	300	0.00%	300	-	100	-	24	125
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ 300	0.00%	\$ 300	\$ -	\$ 100	\$ -	\$ 24	\$ 125
Intergovernmental	-	N/A	-	-	-	-	-	-
Licenses and Permits	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	-100.00%	250	-	-	-	600	-
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ -	-100.00%	\$ 250	\$ -	\$ -	\$ -	\$ 600	\$ -
Beginning Carryover	3,045	-3.91%	3,169	3,145	3,145	3,145	2,569	2,694
Ending Carryover	2,745	-11.99%	3,119	3,145	3,045	3,145	3,145	2,569
Tax Levy	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Number of Positions (FTE's)								
Regular	-	-	-	-	-	-	-	-
Part-Time/Temporary	-	-	-	-	-	-	-	-
Request for Program Improvement	-	-	-	-	-	-	-	-
Vacant	-	-	-	-	-	-	-	-
Total Number of Positions (FTE's)	-	-	-	-	-	-	-	-

WOOD COUNTY BUDGET

FUND		GENERAL FUND	101	LINE ITEM JUSTIFICATION							
DEPT NUMBER			3103	REVENUES							
DEPT		VETERANS SERVICES									
A/C NAME		Veterans Donations									
4											
Source	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Bud	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
48500	Vets Donations for Outreach & Grave Flags/holders	-		-	-100.00%	250	-	-	-	600	-
Miscellaneous		\$ -		\$ -	-100.00%	\$ 250	\$ -	\$ -	\$ -	\$ 600	\$ -
	TOTALS	\$ -		\$ -	-100.00%	\$ 250	\$ -	\$ -	\$ -	\$ 600	\$ -

WOOD COUNTY BUDGET SUMMARY SHEET 2019								
5								
DEPT NUMBER 3104								
DEPT VETERANS SERVICES								
A/C NAME Care of Veterans Graves								
FUNCTION 54740								
Category	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual Services	-	N/A	-	-	-	-	-	-
Supplies and Expense	2,865	0.00%	2,865	256	2,865	2,861	2,865	2,865
Fixed Charges	-	N/A	-	-	-	-	-	-
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	-	N/A	-	-	-	-	-	-
Total Operating Expenditures	2,865	0.00%	2,865	256	2,865	2,861	2,865	2,865
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ 2,865	0.00%	\$ 2,865	\$ 256	\$ 2,865	\$ 2,861	\$ 2,865	\$ 2,865
Intergovernmental	-	N/A	-	-	-	-	-	-
Licenses and Permits	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	N/A	-	-	-	-	-	-
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Carryover	-	N/A	-	-	-	-	-	-
Ending Carryover	-	N/A	-	-	-	-	-	-
Tax Levy	\$ 2,865	0.00%	\$ 2,865	\$ 256	\$ 2,865	\$ 2,861	\$ 2,865	\$ 2,865
5	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Number of Positions (FTE's)	-	-	-	-	-	-	-	-
Regular	-	-	-	-	-	-	-	-
Part-Time/Temporary	-	-	-	-	-	-	-	-
Request for Program Improvement	-	-	-	-	-	-	-	-
Vacant	-	-	-	-	-	-	-	-
Total Number of Positions (FTE's)	-	-	-	-	-	-	-	-

WOOD COUNTY BUDGET											
FUND	GENERAL FUND	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3102	EXPENSES/EXPENDITURES								
DEPT	VETERANS SERVICES		2019								
A/C NAME	Veterans Service Officer										
FUNCTION		54720									
3											
Object	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Budge	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
WOOD COUNTY BUDGET											
FUND	GENERAL	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3104	EXPENSES/EXPENDITURES								
DEPT	VETERANS SERVICES		2019								
A/C NAME	Care of Veterans Graves										
FUNCTION		54740									
5											
Object	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Budge	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
341	Care of Veterans Graves Operating Exp-VE	2,865		2,865.00	0.00%	2,865	256	2,865	2,861	2,865	2,865
Supplies and Expense		\$ 2,865		\$ 2,865	0.00%	\$ 2,865	\$ 256	\$ 2,865	\$ 2,861	\$ 2,865	\$ 2,865
Totals		\$ 2,865		\$ 2,865	0.00%	\$ 2,865	\$ 256	\$ 2,865	\$ 2,861	\$ 2,865	\$ 2,865
Dynamics						2,865.00	256.00		2,860.93	2,865.00	2,865.00

WOOD COUNTY BUDGET											
FUND	GENERAL	101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3104	REVENUES								
DEPT	VETERANS SERVICES		2019								
A/C NAME	Care of Veterans Graves										
5											
Source	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Bud	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
		\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Intergovernmental	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Licenses and Permits	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Fines, Forfeits and Penalties	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Public Charges for Services	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Intergovernmental Charges	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Miscellaneous	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Financing Sources	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTALS	\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Dynamics

**WOOD COUNTY BUDGET
SUMMARY SHEET
2019**

DEPT NUMBER 6
DEPT 3105
A/C NAME VETERANS SERVICES
FUNCTION WVDA Grant
54750

Category	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Personal Services	\$ -	N/A	\$ -	\$ -	\$ -	\$ 2,287	\$ 6,753	\$ -
Contractual Services	3,360	1.82%	3,300	1,280	3,300	1,240	2,262	-
Supplies and Expense	8,140	-0.73%	8,200	1,844	8,200	7,974	3,060	-
Fixed Charges	-	N/A	-	-	-	-	-	-
Debt Service	-	N/A	-	-	-	-	-	-
Grants, Contributions & Other	-	N/A	-	-	-	-	-	-
Total Operating Expenditures	11,500	0.00%	11,500	3,124	11,500	11,500	12,075	-
Capital Outlay	-	N/A	-	-	-	-	-	-
Other Financing Uses	-	N/A	-	-	-	-	-	-
Total Expenditures	\$ 11,500	0.00%	\$ 11,500	\$ 3,124	\$ 11,500	\$ 11,500	\$ 12,075	\$ -
Intergovernmental	11,500	0.00%	11,500	7,421	11,500	11,510	12,886	11,500
Licenses and Permits	-	N/A	-	-	-	-	-	-
Fines, Forfeits and Penalties	-	N/A	-	-	-	-	-	-
Public Charges for Services	-	N/A	-	-	-	-	-	-
Intergovernmental Charges	-	N/A	-	-	-	-	-	-
Miscellaneous	-	N/A	-	-	-	-	-	-
Other Financing Sources	-	N/A	-	-	-	-	-	-
Total Revenues	\$ 11,500	0.00%	\$ 11,500	\$ 7,421	\$ 11,500	\$ 11,510	\$ 12,886	\$ 11,500
Beginning Carryover	-	N/A	-	-	-	-	-	-
Ending Carryover	-	N/A	-	-	-	-	-	-
Tax Levy	\$ -	N/A	\$ -	\$ (4,297)	\$ -	\$ (10)	\$ (811)	\$ (11,500)
6	2019 Requested Budget	% Incr(Decr) 2018 Budget	2018 Revised Budget	Actual Through 6/30/2018	2018 Estimated	2017 Actual	2016 Actual	2015 Actual
Number of Positions (FTE's)						0.04	0.09	-
Regular	-	-	-	-	-	-	-	-
Part-Time/Temporary	-	-	-	-	-	-	-	-
Request for Program Improvement	-	-	-	-	-	-	-	-
Vacant	-	-	-	-	-	0.04	0.09	-
Total Number of Positions (FTE's)	-	-	-	-	-	0.04	0.09	-

WOOD COUNTY BUDGET

FUND GENERAL FUND		101	LINE ITEM JUSTIFICATION								
DEPT NUMBER		3105	EXPENSES/EXPENDITURES								
DEPT VETERANS SERVICES		3102	2019								
A/C NAME WVDA Grant		54750									
FUNCTION 6		54720-002									
Object	Account Name	Amount	Justification	Requested Amount	% Incr (Decr) 19 Budget vs 2018 Budge	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual
101	Salaries-Permanent Straight Time	-	- Wages Worksheet	-	N/A	-	-	-	1,608	4,854	-
120	FICA	-	- Wages Worksheet	-	N/A	-	-	-	-	293	-
130	Health Insurance	-	- Wages Worksheet	-	N/A	-	-	-	678	1,265	-
132	Post Employment Benefits	-	- Wages Worksheet	-	N/A	-	-	-	-	77	-
133	Vision	-	- Wages Worksheet	-	N/A	-	-	-	-	-	-
140	Life Insurance	-	- Wages Worksheet	-	N/A	-	-	-	-	2	-
151	Retirement	-	- Wages Worksheet	-	N/A	-	-	-	-	253	-
156	Unemployment Compensation	-	- Unemployment Compensation	-	N/A	-	-	-	-	-	-
180	Worker's Compensation	-	- Wages Worksheet	-	N/A	-	-	-	-	9	-
Personal Services		\$ -		\$ -	N/A	\$ -	\$ -	\$ -	\$ 2,287	\$ 6,753	\$ -
214	Veterans-WDVA Grants -Prof Services	200	Printing	200	0.00%	200	-	17	90	-	-
219	Professional Services-WDVA Grants Vetera	2,100	Vetra Spec, NVLSP, cloud fax	2,100	0.00%	2,100	97	2,100	240	-	-
2-219	WVDA Grants to Counties-Prof Svcs Softwa	-		-	N/A	-	-	-	-	1,352	-
230	PC Replacement-WDVA Grants Veterans	1,060		1,060	6.00%	1,000	1,183	1,183	910	910	-
Contractual Services		\$ 3,360		\$ 3,360	1.82%	\$ 3,300	\$ 1,280	\$ 3,300	\$ 1,240	\$ 2,262	\$ -
2-312	WVDA Grants to Counties-Copy Expense	1,040		1,040	-5.45%	1,100	220	1,100	478	878	-
2-324	WVDA Grants to Counties-Ads Outreach	-		-	N/A	-	-	-	1,135	-	-
3-324	WVDA Grants to Counties-Ads Outreach	175		175	-93.77%	2,810	13	2,810	370	583	-
331	Meetings/Travel-WDVA Grants Veterans	6,925		6,925	61.42%	4,290	1,611	4,290	5,991	1,600	-
Supplies and Expense		\$ 8,140		\$ 8,140	-0.73%	\$ 8,200	\$ 1,844	\$ 8,200	\$ 7,974	\$ 3,060	\$ -
Totals		\$ 11,500		\$ 11,500	0.00%	\$ 11,500	\$ 3,124	\$ 11,500	\$ 11,500	\$ 12,075	\$ -

WOOD COUNTY BUDGET

FUND GENERAL		101	LINE ITEM JUSTIFICATION									
DEPT NUMBER		3105	REVENUES									
DEPT		3102	2019									
A/C NAME		WVDA Grant										
6												
Source	Account Name	Amount	Justification	Requested Amount	% incr (Decr) 19 Budget vs 2018 Bud	2018 Budget	6/30/2018 Actual	2018 Estimate	2017 Actual	2016 Actual	2015 Actual	
43567	WDVA Grants Veterans	11,500	State grant for the improvement of services	11,500	0.00%	11,500	7,421	11,500	11,510	12,886	-	
43567-002	State Aid-Veteran's Service Officer	-		-	N/A	-	-	-	-	-	11,500	
Intergovernmental		\$ 11,500		\$ 11,500	0.00%	\$ 11,500	\$ 7,421	\$ 11,500	\$ 11,510	\$ 12,886	\$ 11,500	
				\$ 11,500	0.00%	\$ 11,500	\$ 7,421	\$ 11,500	\$ 11,510	\$ 12,886	\$ 11,500	
TOTALS		\$ 11,500		\$ 11,500		11,500.00	7,421.15		11,510.00	12,886.22	11,500.00	
Dynamics												

2019 Budget Narrative and Analysis for Health Department

FTE's

Tax levy budgeted FTEs decreased in 2019 as described below:

18.16	2018 FTEs
(0.25)	MOU for EH services with Adams/Juneau counties (administrative oversight to A/J budget)
(0.13)	MOU for EH services with Adams/Juneau counties (additional program support to A/J budget)
(0.20)	Nutrition/Lactation Program Manager resignation
(0.20)	Accounting Clerk budgeted at .8FTE in 2018 ... actual .6FTE in 2018
17.38	2019 FTEs
(0.78)	FTE decrease

Grant budgeted FTEs may increase/decrease accordingly with funding allocation ... in 2019 these budgets show a -.23 FTE decrease

HEALTH DEPARTMENT TOTAL FTE Increase/Decrease = (-.78) tax levy positions + (-.23) grant funded positions = **(-1.01) FTE Decrease**

Tax levy in the 2019 Public Health (1501) budget was reduced by \$4,332 (-.29%). This was accomplished primarily by reducing FTEs (-.78 FTE), budgeting for additional grant funding awarded in 2018-2019 fiscal year, and budgeting for increased environmental health revenue (through increase in licensing and/or water testing).


***NOTE:** a 1% tax levy reduction would have meant the Health Department cutting \$14,699 from their budget ... the Health Department reduced expenditures by more than \$52,000 however there was nearly the same amount of personnel cost increases (such as steps, COLA, and health insurance)*


\$ (52,023) cuts in budget with .78 FTE decrease


\$ 54,368 steps/COLA/health insurance

The WIC (1502), Consolidated Grant (1503), Dental Sealants (1504), and Adams/Juneau (1506) budgets are non-tax levy and their individual line item budgets may increase or decrease accordingly to grant funding.

WOOD COUNTY HEALTH DEPARTMENT BUDGET SUMMARY 2019								
Category	PUBLIC HEALTH 1501 54121	WIC 1502 54122	GRANTS 1503 54128	DENTAL SEALANTS 1504 54130	Adams/Juneau 1506 54132	2019 Total	Incr(Decr) 2018 Budget	2018 Total
Personal Services	1,503,386	308,197	66,032	101,630	273,299	2,252,544	0.36%	2,244,544
Contractual Services	22,187	14,051	-	810	1,080	38,128	14.84%	33,202
Supplies and Expense	167,280	19,525	1,000	7,850	32,462	228,117	29.89%	175,621
Fixed Charges	107,683	18,227	173	4,664	712	131,459	2.03%	128,840
Debt Service	-	-	-	-	-	-	N/A	-
Grants, Contributions & Other	-	-	-	-	-	-	N/A	-
Total Operating Expenditures	1,800,536	360,000	67,205	114,954	307,553	2,650,248	2.63%	2,582,207
Capital Outlay	-	-	-	-	-	-	N/A	-
Other Financing Uses	-	-	-	-	-	-	N/A	-
Total Expenditures	1,800,536	360,000	67,205	114,954	307,553	2,650,248	2.63%	2,582,207
Intergovernmental	67,978	360,000	66,766	-	10,000	504,744	4.15%	484,614
Licenses and Permits	185,000	-	-	-	188,000	373,000	8.77%	342,924
Fines, Forfeits and Penalties	-	-	-	-	-	-	N/A	-
Public Charges for Services	12,500	-	-	64,000	-	76,500	10.07%	69,500
Intergovernmental Charges	24,450	-	-	-	97,808	122,258	-1.76%	124,450
Miscellaneous	45,000	-	-	30,000	-	75,000	44.23%	52,000
Other Financing Sources	-	-	-	-	-	-	N/A	-
Total Revenues	334,928	360,000	66,766	94,000	295,808	1,151,502	7.27%	1,073,488
Beginning Carryover	-	4,238	23,110	40,883	101,462	169,693	86.51%	90,984
Ending Carryover	-	4,238	22,671	19,929	89,717	136,555	-17.26%	165,032
Tax Levy	1,465,608	-	-	-	-	1,465,608	-0.29%	1,469,940
Total Number of Positions (FTE's)	17.38	4.17	0.83	1.45	3.65	27.48	(1.01)	28.48

Program is required by state statutes or county ordinances or by performance-based contracts = 1																
Program is not required, but is important to be maintained because the health department is best suited given our knowledge/experience to carryout the particular program = 2 [In addition, if the identified health problem is not addressed, it may have an actual or potential negative impact on the health of the community.]																
Program is not required, but is an instrumental public health intervention for assuring the health of the community = 3 [The program facilitates behavior change and is not fully done by any other agency; or the program provides a safety net assuring that services are provided that are not otherwise accessible in the community.]																
Program is desirable given the county's commitment for health and well-being, but could be provided by others = 4																
 Wood County Health Department		2018/2019 PROGRAMS AND SERVICES		Authority to Operate						Funding Sources				Revenues		Priority Rank
				Required Level 3	Required County Ordinance	Required Performance Based	Priority in HPWC	Community Priority	All Programs are Accreditation Priorities, those checked are	Tax Levy	Grant Dollars	Medical Assistance	Other	YES	NO	
The Health Promotion/Chronic Disease Prevention section provides a variety of health promotion and disease prevention programs, as well as outreach to reduce health disparities.																
# Staff FTEs 4.86		Total Direct Cost \$ 418,570		Total Indirect Cost \$ 84,722		Tax Levy \$ 459,544		Other Funding Sources \$ 43,748								
Community Health Assessment (CHA)/ Community Health Improvement Plan (CHIP)	Comprehensive community assessment that identifies health needs of Wood County residents and plan implementation focused on policy, systems and environmental changes within various sectors of Wood County including, schools, worksites, and health systems. The needs assessment is done with residents and community organizational partners. The CHIP focuses on health priorities with a foundation in improving health inequities and disparities.	251 140				X	X	X	X			X		X		1
Healthy People Wood County (HPWC) Mental Health Matters	Healthy People Wood County is an on-going coalition with specific planned goals and objectives focused on mental health and well being.	251 140				X	X	X	X	X				X		1
Healthy People Wood County (HPWC) AOD Prevention Partnership	Healthy People Wood County is an on-going coalition with specific planned goals and objectives focused on alcohol and other drug abuse prevention.	251 140				X	X	X	X	X					X	1
Healthy People Wood County (HPWC) Recreate Health	Healthy People Wood County is an on-going coalition with specific planned goals and objectives focused on chronic disease prevention and wellness dedicated to improving the food system and active community environments.	251 140				X	X	X	X	X				X		1
Living Well	Evidence-based program providing classes on self-management of chronic diseases.						X			X					X	4
Question, Persuade, Refer (QPR)	Evidence-based suicide prevention gatekeeper training, provide training as needed throughout the county		X			X	X		X						X	3
Tobacco Multi-jurisdictional Coalition	Partnership between Portage, Wood, and Marathon Counties to develop community coalitions, educate, and provide outreach on tobacco and it's deadly effects.						X		X	X					X	3
The Communicable Disease section provides immunization and other measures to prevent and control communicable disease transmission among Wood County residents. This includes control measures for persons that are ill or exposed to illness, as well as providing community education and maintaining a community-wide infrastructure with hospitals, clinics, laboratories and schools to assure protection of the public. The staff investigates and educates regarding 76 reportable diseases as mandated by state statute (such as meningitis, E. coli, tuberculosis, pertussis, measles), and many commonly transmitted diseases, such as norovirus and influenza.																
# Staff FTEs 3.62		Total Direct Cost \$ 309,839		Total Indirect Cost \$ 60,002		Tax Levy \$ 283,553		Other Funding Sources \$ 86,288								
Communicable Disease (General)	Prevention and control of communicable disease morbidity and mortality through surveillance, investigation, and education, data entry and tracking in WEDSS (Wisconsin Electronic Disease Surveillance System)	252 140						X	X						X	1
Emergency Preparedness	Planning includes development of an awareness and understanding of potential public health emergencies, collaboration with other agencies, and determination of the personnel needs in the event of a public health emergency.	140		X			X	X	X	X					X	1
Hepatitis C Control	Prevention of Hepatitis C morbidity and mortality through education, disease investigation, and risk reduction counseling.	252 140					X		X			X			X	1
STI	Prevention of sexually transmitted infection (STI) morbidity and mortality through disease investigation and community/individual education.	252							X						X	1
TB	Prevention of tuberculosis (TB) morbidity and mortality through disease investigation, case management, screening, and education.	252							X			X		X		1
Vaccine Preventable Diseases	Prevention of vaccine preventable disease through provision of immunizations, education, and community coalition activity.	146		X			X		X	X	X	X		X		1

Program is required by state statutes or county ordinances or by performance-based contracts = 1																
Program is not required, but is important to be maintained because the health department is best suited given our knowledge/experience to carryout the particular program = 2 [In addition, if the identified health problem is not addressed, it may have an actual or potential negative impact on the health of the community.]																
Program is not required, but is an instrumental public health intervention for assuring the health of the community = 3 [The program facilitates behavior change and is not fully done by any other agency; or the program provides a safety net assuring that services are provided that are not otherwise accessible in the community.]																
Program is desirable given the county's commitment for health and well-being, but could be provided by others = 4																
 Wood County Health Department		2018/2019 PROGRAMS AND SERVICES		Authority to Operate					Funding Sources				Revenues		Priority Rank	
				Required Level 3	Required County Ordinance	Required Performance Based	Priority in HPWC	Community Priority	All Programs are Accredited Priorities, those checked are	Tax Levy	Grant Dollars	Medical Assistance	Other	YES		NO
Environmental Health provides inspections of restaurants, recreational facilities such as pools and campgrounds, lodging facilities, body art establishments, mobile home parks, and retail food stores. Environmental Health also enforces applicable ordinances regarding public health hazards and investigates indoor and outdoor air quality issues, beach water quality and drinking water safety, along with Radon education/prevention and Clean Sweep initiatives. Services are provided in Wood, Adams, and Juneau Counties.				<div># Staff FTEs 7.05</div> <div>Total Direct Cost \$ 565,679 Total Indirect Cost \$ 94,516 Tax Levy \$ 136,202 Other Funding Sources \$ 523,994</div>												
Groundwater Education and Protection; Beach Sampling	Consultation with new parents and other residents about water sample results, safety of water supply, water quality questions, water treatment options, and special water testing programs. Information regarding the protection of groundwater is provided. Collect water samples from public beaches to be tested for Ecoli prior to parks opening in spring, and throughout summer months. Interpret results, monitor hazardous conditions, and issue applicable beach advisories and/or closures.						X	X	X						X	2
Human Health Hazard Ordinance Enforcement	Investigation and ordinance enforcement. Protects citizens from damage to human health and/or the environment. Declared health hazards include the presence of diseased or dead animals, vermin infestations, unwholesome food for sale, accumulations of trash or rubbish, uncovered privies or garbage, pollution of any well, surface water or groundwater, unhealthy outdoor air, unfit housing, and anything injurious to the health of inhabitants of the county.	251 254 140	X					X	X						X	1
Indoor Air Quality	Consultation with residents regarding air quality concerns or complaints. Inspection of homes for a variety of contaminants including mold, sewer gas, formaldehyde, carbon monoxide, and unusual odors in homes. If applicable, the Public Health Ordinance is enforced.	254	X					X	X						X	1
Outdoor Air Quality	Investigation of complaints regarding excess odors, smoke, dust, or outdoor burning and enforcement of applicable Department of Natural Resources codes or the Public Health Ordinance.	254	X					X	X						X	1
Rabies Control	Collaboration with area veterinarians, citizens, and animal control personnel regarding animal bites in Wood County. Consultation with those bitten and the Division of Public Health regarding prophylaxis if potential of rabies transmission.	252 140	X						X						X	1
Lead Prevention Program	Lead hazard risk assessment of dwellings and lead clearance sampling following lead abatement activities. Education, nutrition, risk reduction, abatement, and referrals are integral components of the program.	254 140		X			X		X	X	X			X		1
Public Food Safety Ordinance Enforcement	Investigation and enforcement of the Public Food Safety Ordinance. Respond to resident and consumer complaints regarding food safety concerns. Assures safety of food served/sold to the public at restaurants, retail food stores and at special events, whether the vendor is licensed or exempt from licensing.	251 140 97	X					X	X						X	1
Transient Non-Community Water Testing Program	Annual collection of water samples from all drinking water systems serving the public for bacteria and nitrate testing and follow-up. Well inspections are conducted per the Department of Natural Resources contract.	140	X					X	X			X	X			1
Wood County Inspection and Licensing Program	Code enforcement, licensing, and inspection of all Wood, Adams, and Juneau County restaurants, pools, hotels/motels, mobile home parks, campgrounds, recreational/education campgrounds, retail food establishments. School kitchens and vending machines are inspected. Investigation of consumer complaints regarding establishments; and food or waterborne (pool or beach related) illness complaints/questions.	140 97	X				X	X					X	X		1
The Family Health/Injury Prevention section promotes the health and safety of children, families, and vulnerable population groups in the community. Public health nurses and health educators provide health assessment, education, anticipatory guidance, referral to community resources, coordination of services and case management. The staff provides services in homes, clinics, schools and other community sites. Services promote healthy pregnancies, positive birth outcomes, optimum child growth and development, positive parenting practices, utilization of preventive health care services and healthy lifestyle choices. Health issues addressed include access to health and dental care services, physical and mental health promotion and advocacy, injury prevention, healthy nutrition, and health of children/families with special cultural and ethnic needs.																
<div># Staff FTEs 11.95</div>				<div>Total Direct Cost \$ 947,461 Total Indirect Cost \$ 169,458 Tax Levy \$ 586,309 Other Funding Sources \$ 530,610</div>												

Program is required by state statutes or county ordinances or by performance-based contracts = 1 Program is not required, but is important to be maintained because the health department is best suited given our knowledge/experience to carryout the particular program = 2 [In addition, if the identified health problem is not addressed, it may have an actual or potential negative impact on the health of the community.] Program is not required, but is an instrumental public health intervention for assuring the health of the community = 3 [The program facilitates behavior change and is not fully done by any other agency; or the program provides a safety net assuring that services are provided that are not otherwise accessible in the community.] Program is desirable given the county's commitment for health and well-being, but could be provided by others = 4														
 Wood County Health Department 2018/2019 PROGRAMS AND SERVICES		Required Level 3	Required County Ordinance	Required Performance Based	Priority in HPWC	Community Priority	All Programs are Accreditation Priorities, those checked are	Tax Levy	Grant Dollars	Medical Assistance	Other	Revenues YES	Revenues NO	Priority Rank
Amish Outreach	Home visiting services to provide immunizations, prenatal care, newborn screenings (blood, hearing, and critical CCHD-critical congenital heart disease), newborn follow up and fluoride varnish applications.					X		X					X	3
Breastfeeding Coalition	Working with health care partners to promote breastfeeding education in our community, increasing access to services, advocacy and policy change, monthly meetings, special events, media.				X				X				X	3
Breastfeeding Support	Supporting breastfeeding by offering education/assistance in overcoming challenges associated with breastfeeding.				X	X		X					X	3
Caring Hands	Providing training for early childhood/childcare providers and parents to create an understanding of child development, social needs, and health and safety that are inclusive and adaptable to meet the needs of all children.				X			X					X	4
Child Death Review Team	A multidisciplinary team comprised of law enforcement, coroner, EMS/fire, hospitals, pediatricians, social services, mental health, schools, and the infant death center focused on reviewing childhood deaths and making recommendations for follow up or prevention strategies.					X		X					X	2
Child Passenger Safety	Certified car seat technicians install and inspect child restraint systems. Child restraint rental program is also offered.					X		X	X		X	X		2
Child & Family Health	Public health nursing activity involving families of children 18 and under. Activities range from individual visits to memberships on community coalitions.				X	X		X	X				X	1
Fetal Infant Mortality Review (FIMR)	Review cases of stillbirths and infants deaths from 20 weeks gestation to 1 year of age; team review consists of professionals from hospitals, clinics, human services, health departments, and others.				X			X					X	2
Healthy People Wood County (HPWC) Brighter Futures	Healthy People Wood County is an on-going coalition with specific planned goals and objectives focused on healthy growth and development as it relates to oral health, adolescent health, and prenatal care.	251 140			X	X	X	X	X			X		1
Oral Health	Promotion of good oral health through Healthy Smiles for Wood County sealant placement and fluoride varnish treatments, education, and outreach.				X	X			X	X		X		2
Prenatal Care (PNCC)	Case management and education to pregnant women with the goal of achieving a healthy birth outcome. Services extend sixty days postpartum to assure infant health and safety.					X		X					X	4
Safe Kids Coalition	Network of partners with a mission of reducing unintentional injuries for children through educational initiatives.					X	X	X	X		X		X	3
Safe Sleep	Crib education program supporting safe infant sleep practices; provide portable cribs to assure availability of a safe sleep surface.					X		X	X		X	X		2
Women, Infants, and Children (WIC)	WIC is a short term intervention program designed to influence lifetime nutrition and health behaviors in high-risk populations. The program provides supplemental food, nutrition education, nutrition counseling to improve dietary practices, and referrals to health and social service resources. The program serves low-income pregnant, breastfeeding and post-partum women, infants, and children up to age five who have a qualifying health or nutritional need.			X	X	X			X				X	1
WIC Farmers Market	Provides WIC participants with Farmers Market vouchers to help increase fruits and vegetables consumption.			X	X	X			X				X	1
WIC Fit Families	Behavior change program that provides health coaching for families with children ages 2-4. Participants set goals around healthy eating, decreasing sugary beverages, increasing physical activity, and positive role modeling.			X	X	X			X				X	1
WIC Peer Counseling	Provides peer support for breastfeeding moms on the WIC program. The purpose of the programs is to increase breastfeeding initiation and duration by providing non-professional support.			X	X	X			X				X	1