

## Health and Human Services Committee Agenda

Thursday, February 25, 2021, 5:00 pm

River Block Building, Room 206

111 W Jackson St, Wisconsin Rapids

- 1) Call to order
- 2) Declaration of quorum
- 3) Public comments
- 4) Health Department Recognition of Nancy Eggleston for 30 years of service and upcoming retirement
- 5) **Consent Agenda:**
  - a) Meeting minutes:  
Health and Human Services Committee ... January 19, 2021 and January 28, 2021
  - 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) Norwood and Edgewater update on Provider Relief Funds
- 9) Health Department COVID-19 update
- 10) Norwood Health Medical Staff Bylaws and Governing Body Bylaws
- 11) Human Services On-Call Pay for Behavior Intervention
- 12) Human Services Request to Fill Positions
- 13) Health Department Request to Fill Position
- 14) Legislative issue updates
- 15) Future agenda items
- 16) Next meeting(s):
  - March 25, 2021; 5:00 pm Wood County River Block Building, Room 206 – Wisconsin Rapids
- 17) Adjourn

### Join by Phone

+1-408-418-9388 United States Toll

Meeting number (access code): 187 022 5925

### Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m5c229283d206b85e5c38c8a64783bc99>

Meeting number (access code): 187 022 5925

Meeting password: HHS0225

## HEALTH AND HUMAN SERVICES COMMITTEE

5a

**DATE:** January 19, 2021

**PLACE:** Courthouse Room 114 – Wisconsin Rapids (meeting also accessible via WebEx)

**TIME:** 9:00 AM

**PRESENT (in-person):** Adam Fischer; John Hokamp; Lee Thao; Laura Valenstein; **(via WebEx)** Donna Rozar

**EXCUSED/ABSENT:** Kristen Iniguez, DO; Jessica Vicente; Heather Wellach, RN; Tom Buttke

**ALSO PRESENT (for all or part of the meeting):** Sue Kunferman, Kristie Egge, Ashley Normington, Kathy Alft (Health Department); Bill Clendenning (County Board Supervisor) [*Some attendees were in the room and others joined by WebEx*]

**1) Call to Order**

Meeting called to order at 9:00 a.m. by the Chair. Chair Rozar announced Committee members present in room 114 are in direct conflict of the motion made and passed at the December HHSC meeting to attend virtually.

**2) Quorum**

Rozar declared a quorum.

**3) Public Comments**

- n/a

**4) Resolution to amend 2021 Health Department budget for additional revenue and expenditures unanticipated during the original budget process, and to create one (.97 FTE) Public Health Strategist and one (.50 FTE) Community Health Planner positions**

Sue Kunferman introduced Kristie Egge and Ashley Normington. Kristie and Ashley provided a brief explanation for the resolution and DFC funding. Motion (Fischer/Thao) to support the Resolution as presented and forward to the County Board for approval. All ayes. Motion carried.

**5) Adjourn**

Rozar declared the meeting adjourned at 9:12 am.

Minutes taken by Kathy Alft and subject to Committee approval.

## HEALTH AND HUMAN SERVICES COMMITTEE

5a

**DATE:** January 28, 2021

**PLACE:** River Block Building, Room 206 – Wisconsin Rapids (meeting also accessible via WebEx)

**PRESENT: (in-person) - - (via WebEx)** Donna Rozar, Adam Fischer, Laura Valenstein, Tom Buttke, Lee Thao; Jessica Vicente; John Hokamp, Heather Wellach, RN

**EXCUSED:** Kristen Iniguez, DO

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink, Marissa Laher, Mary Solheim, Jo Timmerman, Mary Schlagenhaft, Jordon Bruce (Human Services); Rock Larson (Veterans Service); Sue Kunferman, Kathy Alft (Health Department); Reuben Van Tassel (Maintenance); Bill Clendenning (County Board Supervisors); *(Some attendees were in the room and others joined by WebEx)*

**1) Call to Order**

Meeting called to order at 5:00 p.m. by the Chair.

**2) Quorum**

Rozar declared a quorum.

**3) Public Comments**

- Bill Clendenning had question regarding vaccine appointment. This will be addressed during agenda item 8 discussion.

**4) Consent Agenda**

Page 12 pulled. Motion (Buttke/Valenstein) to approve the consent agenda. All ayes. Motion carried.

**5) Discussion and consideration of items removed from consent agenda**

- Page 12 – Some questions asked about P-card activity with all departments were answered. Motion (Rozar/Valenstein) to approve page 12 as pulled. All ayes. Motion carried.

**6) Financial Statements – Edgewater Haven, Human Services Community, Norwood Health Center Quarterly Reports – Veterans Service, Health Department**

Department staff answered questions regarding information in the financial statements and quarterly reports.

**7) Norwood and Edgewater update on Provider Relief Funds**

Jordon Bruce provided an update with funding expenditures, describing many of the equipment and supply items purchased, installed, and/or implemented. Jordon also explained how they are assisting with COVID vaccination efforts.

**8) Health Department COVID update**

Sue Kunferman provided updates with vaccination clinics. Sue shared how to find interest form for COVID vaccine and described the process to get on a wait list. Sue also shared DHS website to learn more about vaccine eligibility and other data. We have the capacity to administer more vaccinations, but unfortunately the vaccine is not available at levels requested. Lastly, Sue talked about a school study that supports efforts to return to in-person instruction.

**9) Legislative Issue Updates**

Department heads and Chair provided updates regarding issues pertaining to their departments.

**10) Future Agenda Items**

The Chair noted items for future agendas.

**11) Next Meeting(s)**

- February 25, 2021, 5:00 pm, virtual meeting via WebEx

**12) Adjourn**

Rozar declared the meeting adjourned at 5:48 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.

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](mailto:skunferman@co.wood.wi.us)

### **ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN**

For a current case count, please see:

<http://woodwi.maps.arcgis.com/apps/opsdashboard/index.html#/da7f0d6815494e4b85e614e042671b14>

Here is an update on our larger scale efforts:

- Communication – Our primary communications are focusing on vaccination updates and encouraging individuals to continue to wear masks and follow other guidelines.
- Disease Reporting and Contact Tracing – We are able to conduct disease investigations and contact tracing within 24 hours of being notified of a case. We continue to do the tracing as part of our efforts to reduce spread and not overwhelm the healthcare system.
- Testing – We are still seeing lower demand for testing and currently have good access to testing with quick turnaround time.
- School Planning – We continue regular communications with our school districts and parochial schools. We have been doing joint planning for when vaccine becomes available. In addition, WRPS is planning to return their secondary students to 4 days/week in person. Dr. Falk and her team are working closely with the health department and school district to thoroughly plan surveillance testing to establish a baseline prior to bringing students together full-time in March. We will then continue to measure positivity rates and compare how things look before and after returning students to school. These efforts will go a long way in helping us determine what works and hopefully other schools can take the information and make their decisions.
- Vaccination – Vaccines are flowing in like molasses. We have been ordering 800-1000 doses weekly. For the week of February 15, we ordered 1000 doses and received 100 doses. We receive a separate allocation for second doses, so we know those who received their first dose will be able to receive the second dose. We have 4000 individuals on our waiting list. DHS indicated that we can expect a 20% increase in vaccines in March or April. At this rate, I will be in the age 65+ group before we're done with this. We have the capacity to vaccinate and are getting vaccine into arms as quickly as we receive it. We are currently looking for another location for our Wisconsin Rapids drive-thru clinics as we'll need to vacate the airport hangar when spring arrives.
- Nancy Eggleston Retiring – Insert tears here. Nancy has become a wonderful friend over the years and she will be greatly missed. She is one of the most genuine, funny, caring, and energetic human beings that I have ever had the privilege of knowing. I wish her a long, happy, healthy, and fulfilling retirement. We have completed interviews for her position and selected Ben Jeffrey, an internal candidate, as her predecessor.
- Students – We have a plethora of students working with us this semester. We have nine UWEC senior nursing students working on two projects. One is focused on promoting COVID-19 vaccination in the Hispanic population. The other is focused on interventions to support the public health workforce, build morale, and tackle the issue of compassion fatigue. We also have a UWEC RN to BSN student supporting the Hispanic project work. In addition, we have two other RN to BSN students working on efforts to carry our initiatives forward. These students add tremendous capacity at a time when our staff are truly stretched. It is a blessing to have them.

### **COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH**

#### COVID-19 Response

Staff are helping at the community-based vaccine clinics and still occasionally work in staging in WEDSS, answer phone calls from community members regarding COVID-19, and aid in conducting contact tracing and disease investigations. Testing has decreased over the past few weeks; increased access to testing will be offered until the end of the grant cycle, which goes through March. Staff also continue to answer resident questions about quarantine length, testing options, and other questions they have in regards to the COVID-19 pandemic.

#### Communications

Work continues on COVID-19 communications. Currently, efforts focus on increasing vaccine-related communication through press releases, social media, newsletters, and targeted community/organizational outreach. This includes creating infographics, writing newsletter articles, and taking telephone calls from residents.

A few community partners have asked if they can share the Health Department's Influenza and COVID Vaccination campaign materials. In an effort to have all campaign materials in an easily accessible location, a Google Drive has been created and shared with partners so they can provide public health information to the populations they serve.

#### Community Needs Task Force

The Community Needs Task Force (CNTF) was formed as an internal health department effort to address unmet needs in the community due to the pandemic. The group focuses on connecting resources to fit those needs. This task force meets every other week and continues to put out a weekly Wood County COVID newsletter highlighting a different topic pertaining to COVID in Wood County, as well as community resources and news updates related to the pandemic. The CNTF has also created a survey for community residents, organizations, or businesses to take to identify their needs as well as needs of those they serve. Information from this survey is reviewed and addressed either by this internal group or by collaborating with external partners, depending on the nature of the unmet need. In January, the CNTF met with Amy Scheide, owner of Great Expectations, who shared about hardships many small businesses are facing in Wood County. The CNTF will be working with local partners to help support these small businesses.

A need was also identified in December 2020 regarding child-sized facemasks for children (grades K-1), as many of the donated masks were too large for the younger children. In the winter months, children this age are often using multiple masks each day at school when their masks become wet at recess due to the snow, or their masks from the start of the school year may be getting stained/soiled from daily wear. Volunteers answered the call to sew cloth masks for children and these are being distributed to Wood County schools.

#### Data

We continue to lead the epidemiological efforts of the Wood County Health Department as part of the Public Health response to COVID-19. Now included in the data are details on vaccinations.

#### Wisconsin Wins tobacco compliance

Wood County continues to focus on community and media outreach in place of completing tobacco-age compliance checks for the Wisconsin Wins program. Wood County law enforcement met with Wood and Marathon County Public Health to discuss updates to the Wisconsin Wins program, as well as specific outreach activities they would like conducted. School Resource Officers shared information about current youth tobacco and nicotine use trends they are seeing in the schools with students only being in person part of the time, or completely virtual. The group also reviewed some tobacco disparities and efforts in place to improve health equity in our service region.

#### AOD Prevention Partnership

With new Drug Free Communities (DFC) grant funding underway (starting December 31, 2020), the AOD Prevention Partnership will be convening community partners to continue working toward program goals. Two new positions are supported under this funding to coordinate the overall operations of the funding and the youth advocacy group (PATCH). All grant programs are being tracked including staff time, volunteer time, and organized efforts to continue moving this work forward. Regular reporting is required by the Centers for Disease Control and Prevention, and Office of National Drug Control Policy to ensure these funds are being used appropriately and that the work continues to move forward.

Staff are beginning to work on updating alcohol policy ordinances in Wisconsin Rapids that work to reduce youth access to alcohol and prevent underage alcohol use.

#### Incarceration

Planning and preparation are happening for the next Wood County Jail Workgroup meeting.

#### Health Equity

The Health Equity Team and Health Promotion/Community Health Team will participate in a training through Human Impact Partners (HIP) in March.

Results of the health equity survey completed by staff were analyzed and will be shared at a future staff meeting.

#### Mental Health Matters

Jordan Buchacher started his service as an intern for the Wood County Health Department. Jordan's projects will be working with Wood County Jail data and reviewing Wisconsin Rapids ordinances related to alcohol policies.

Mental Health Matters met as a full coalition briefly towards the end of January. The coalition met to check-in, provide organizational updates, and discuss how to start returning to Mental Health Matters work.

### **ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.**

#### Port Edwards/Armenia Groundwater Issues-MOU progress

There was no reportable activity on the MOU in January.

### COVID Response

Environmental Health Staff continue to answer questions regarding businesses. They are also assisting with COVID vaccination clinics in Wisconsin Rapids and Marshfield, and Kate is assisting with COVID testing clinics as needed.

### Staff Training

Environmental Health Staff participated in DATCP training related to the changes in Administrative Code ATCP 75, Retail Food Establishments. The training covered changes to HealthSpace, the online inspection platform for licensed establishments. Retail food establishments serving meals and retail establishments not serving meals are the only license types affected by this change. EH staff also participated in an FDA training about Special Processes such as smoking, curing, fermentation and the HACCP plans associated with them.

### New Businesses and Consultations

A pre-licensing inspection was done at T-Bones Bar and Grill in Marshfield, due to a change in ownership. A pre-licensing inspection was conducted at Luxe Lashes, a Body Art Establishment doing micro-blading in Marshfield. Follow-up testing was done at two Wood County establishments due to unsafe drinking water samples.

### Complaints

Fourteen complaint investigations were received in the month of January.

- A complaint came in from law enforcement about a home with garbage, no heat or running water. The city red-tagged the home—it was not safe for occupancy. An inspection warrant was executed and the resident was provided with resources to find alternate housing.
- A tenant complained of mold in his apartment. The landlord repaired the leak in the second floor bathroom, which will eliminate the source of the mold.
- An abatement order was written for an ongoing cockroach infestation. The landlord is working with a pest control company. The tenant failed to clean up food and garbage debris, as instructed in order to make pest control effective.
- There is an ongoing investigation into a bed bug complaint from a tenant in an apartment complex. The tenant does not want pest control to spray in his apartment due to concerns for his dog’s health. The landlord hired a pest control company. The tenant denied entry.
- A complaint was made about an unlicensed tattoo establishment operating out of a mobile home in Marshfield and advertising on Facebook.
- Kate went onsite to investigate a mold complaint at a manufactured home. There was an abundance of mold in the rental unit. An abatement order was written to the landlord.
- A complaint was made about a hole in the floor of the hallway in a rental unit.
- An abatement order was written due to a fire that was billowing black smoke, indicating that they were burning illegal items. The residents were ordered to cease this and all future illegal burning activities.
- A complaint came in regarding abandoned trailers in a manufactured home community. These homes are for sale. The MHC owner was unable to be contacted.
- An onsite investigation on a mold complaint yielded no evidence of mold in the home.
- A complaint came in regarding concerns for the wellbeing of an individual that was thought to be urinating and defecating in his room. We spoke with the individual and he explained the situation and another source confirmed that this is not the case.
- A tenant posted on Facebook that there was sewage in their basement. The landlord called to say he was told about it by a friend who saw the post. The tenants did not inform the landlord of the problem. The landlord hired a septic system pumper and cleaned the basement.
- A caller reported bed bugs in a hotel. An onsite inspection of the room will be done.
- A tenant called to report poor conditions at her rental unit. She moved out of the unit.

### **WOMEN, INFANTS AND CHILDREN (WIC) REPORT – CAMEN HAESSIG, RD, CD, CLC**

- WIC continues to complete all appointments over the phone during this time. The physical presence waiver to allow appointments over the phone currently goes through mid-May. The waiver is tied to the public health emergency declaration and will allow phone appointments to continue 30 days past the expiration of the public health emergency declaration.

### Caseload for 2020 (Contracted caseload 1433)

	Dec 2019	Jan 2020	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Active (initial)</b>	1397	1413	1365	1393	1408	1382	1402	1431	1419	1444	1463	1407	1450
<b>Active (final)</b>	<b>1409</b>	<b>1424</b>	<b>1375</b>	<b>1395</b>	<b>1408</b>	<b>1404</b>	<b>1413</b>	<b>1441</b>	<b>1437</b>	<b>1452</b>	<b>1466</b>	<b>1427</b>	<b>1458</b>
<b>Participating</b>	1402	1422	1371	1395	1410	1403	1402	1440	1420	1448	1463	1407	1457

**HEALTH DEPARTMENT P-CARD SUMMARY**

Due Date 2/25/2021

1/17/2021-2/16/2021

Date Paid 2/18/2021

Amount Due \$ 2,216.29

15210043

PUBLIC HEALTH - P-CARD CHARGES				
Vendor	Description	PH	GRANT	Amount
Kwik Trip	COVID Supplies		Testing Pilot	\$ 90.00
Kwik Trip	COVID Supplies		Vaccine Clin	\$ 29.14
Safety Gear Online	PHEP Supplies		PHEP	\$ 189.54
IABLE Lacted Org	Conference Reg,		MCH	\$ 480.00
Center For Breastfeed.	Conference Reg,		MCH	\$ 822.75
Safe Kids Worldwide	CPS Recertification		MCH	\$ 55.00
Walmart	Program Supplies	v		\$ 46.09
NACCHO Prep. Summ	Conference Reg,		PHEP	\$ 430.00
WALHDAB Operations	Conference Reg,		PHEP	\$ 25.00
People Finder	COVID Expense		COVID	\$ 29.95
Facebook	COVID Expense		COVID	\$ 18.82
				\$ 2,216.29

**Grants:**  
 PHEP Public Health Emergency Preparedness  
 IMM Immunization  
 LEAD Childhood Lead  
 MCH Maternal Child Health  
 PHHS Prevention Fund  
 TOB Marathon County Tobacco Coalition

**Programs:**  
 ADMIN WIC Program Administration  
 BF WIC Breastfeeding  
 CS WIC Client Services  
 FF WIC Fit Families  
 FMNP WIC Farmers' Market Nutrition Program  
 NE WIC Nutrition Education  
 BFPC WIC Peer Counseling

**Coalition Names:**  
 BF Breastfeeding Coalition  
 SK Safe Kids Coalition  
 FPWC Health People Wood County  
 CHA HPWC - Community Health Assessment  
 RH HPWC - Recreate Health  
 MH HPWC - Mental Health

ADAMS JUNEAU - P-CARD CHARGES			
Vendor	Description	PROGRAM	Amount
			\$ -

WIC - P-CARD CHARGES			
Vendor	Description	PROGRAM	Amount
			\$ -

CONSOLIDATED CONTRACTS - P-CARD CHARGES			
Vendor	Description	PROGRAM	Amount
			\$ -

COALITION ACCOUNTS - P-CARD CHARGES			
Vendor	Description	Coalition Name	Amount
			\$ -

HO-CHUNK P-CARD CHARGES		
Vendor	Description	Amount
		\$ -

## WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT February 17, 2021

### Director's Report by Brandon Vruwink

The State budget process has kicked off with the release of the Governor's budget. The legislature will begin the process of working through the budget and identifying its priorities. I will be reviewing the budget document to identify the critical issues for the Human Services Department. It will be important that we reach out to area legislators to advocate for additional county funding. While my focus is related to Human Services initiatives, it is important to note that any increase in funding to Wood County Departments provides a significant benefit to the whole county.

With the guidance provided by the Operations Committee, we are in the process of reviewing frozen positions. We intend to bring requests as appropriate to the Health and Human Services Committee.

We continue to participate in bi-weekly video meetings with Wipfli regarding the Provider Relief Funding. We have identified several projects that will allow us to provide additional support to our residents at our health care facilities. We have submitted several proposals to Wipfli for their review. If approved, we will continue to move forward. We will provide an update at the Health and Human Services Committee meeting.

Edgewater Haven and Norwood Health Center have completed their second round of vaccinations. The teams at both facilities have done a great job organizing the vaccination clinics. Norwood staff have begun organizing immunization clinics for members of the public who are eligible for the vaccine. The clinics have been well received by the community. We plan to continue offering the vaccine to the public so long as we have access to the vaccine. The Health Department has been a great support and partner through this process. Thank you to the Norwood team, who has done an excellent job of coordinating the vaccination clinics!

Norwood Health Center Administrator Jordon Bruce has submitted his resignation effective April 2, 2021. I have had the pleasure of working with Jordon over the past 5 ½ years. Jordon took the lead transitioning our psychiatry services from the Marshfield clinic to Wood County providers. He worked with his team to bring forward several capital improvement projects, which have greatly enhanced the facility. Further, Jordon worked with the team to transition away from the TBI unit to an additional long-term care unit. Most recently, he has provided steady leadership through the Covid-19 pandemic. This is not an inclusive list of all of Jordon's contributions but provides a quick snapshot. I wish Jordon and his family all the best as they pursue their dream of opening a pediatric clinic.

### Deputy Director Update by Mary Solheim

Community and Wood County Departmental Connections - Drug Endangered Children (DEC) Protocol: Alongside the Wood County Sheriff's Department, Wood County District Attorney's Office, Wood County Health Department, State of Wisconsin-Department of Corrections-Probation and Parole, Wisconsin Rapids Police Department, Grand Rapids Police Department, Nekoosa Police Department, Port Edwards Police Department, and the Pittsville Police Department, we in Human Services are a part of a group launched in 2016 with a concentration on Drug Endangered Children. The focus of the group in its launch was developing a protocol to create an understanding of the responsibility for the effective application of how we fulfill our respective roles and responsibilities as part of a larger team when addressing matters where a child is affected by the destructive impact of drugs in our community. The purpose of this team is to collaboratively intervene in any environment where drugs are being used, manufactured, or sold. This includes all types of illegal drugs and the illegal diversion, abuse, and misuse of pharmaceutical controlled substances. Individuals from the above various entities met at the beginning of February to start to take a look at the memorandum as developed in 2016 in an effort to ensure it

continues to maintain focus on where we feel it should and to revise it, if it does not. We are also assessing whether or not we should look to bring additional team members to the group in order to have additional comprehensive expertise to draw from. Recognizing the impact of drugs on our systems has escalated in recent years, we anticipate continued collaboration with our community partners is of tremendous benefit as we look to protect children from future harm of drug abusing environments and improve our collective response.

*Learning/Training:* As we continue to focus on efforts to ensure our Family Services staff have the necessary training and continuing education to be successful in their work, we look to classes available through the Wisconsin Child Welfare Professional Development System (WCWPDS), our main source and connection to training. We have historically found the classes available through WCWPDS fill up very quickly. We were pleased to see WCWPDS bring together a group of individuals with a focus on providing structure for new worker training that responds to County, Agency, and Tribal needs, reflects the Wisconsin Child Welfare Model for Practice principles, and incorporates best practice in instructional design, delivery, and assessment. A large focus was placed on new worker training program with a framework outline of pre-service online modules with a focus on the role of CPS, key functions, the WI child welfare practice model components, safety assessment, standards and statutes, Foundation training to include family engagement, information collection, safety in child protective service (present and impending), trauma informed care, cultural competency, and information on what we should be doing as an agency including supplemental in-house trainings. We are optimistic that the studies as done to improve the training model will result in efficiencies to the system and that we will be able to use our partnership with WCWPDS to continue to foster the growth of our Family Services teams. Please see the Family Services update by Jodi Liegl for additional information on our work with WCWPDS.

*Employee Engagement:* We venture into 2021 with a continued focus on finding ways to engage staff within each of our teams in order to increase retention, satisfaction, and loyalty. In the latter part of 2020, with the support of Director Vruwink, we discussed bringing a concept known as Rounding to Human Services. Rounding is a process used by organizations to increase awareness, connectedness, job satisfaction, and engagement of their teams. By design, Rounding takes place by connecting with staff on a 1:1 basis and engaging in conversations to get to know staff and build relationships, harvest “wins” to learn what is going well, what is working, and who has been helpful. In the course of Rounding, we also look to identify process improvement areas with a focus on what could be working better coupled with consistent follow-up, repairing and monitoring systems to ensure chronic challenges are being resolved, and to ensure key behavior expectations of our Department are consistently executed. The key focus of Rounding is ultimately to value employee input and turn that input into action where it makes sense to do so. We recognize there are many things within Human Services we do well, but also acknowledge it is necessary to engage with staff and the valuable assets they are as we look to serve our community. We are also pleased to be partnering with Human Resources for their input and expertise as we look to officially implement Rounding into our Department.

### **Administrative Services Update by Jo Timmerman**

Edgewater and Norwood Accountants continue to compile data for the CARES Relief funding cost report. To date we have not received updated guidance on when the first cost report is due to HHS Federal.

I conducted weekly training sessions for Fiscal staff as part of our succession planning. Each week a different topic is presented to staff in the training.

We attended Operations Committee and Health and Human Services Committee meetings.

I attended weekly SmartCare Core and Billing Setup meetings. Staff have been working on the General Ledger mapping project for setup.

Other meeting I attended throughout the month included: Bi-weekly Administrative Team meetings, bi-weekly Norwood and Edgewater budget meetings with management teams, and Norwood weekly Department Head meetings.

Staff continue to work on close-out of 2020 books. They are also actively engaged in various cost reconciliations, compilation of records for Medicare and Medicaid cost reporting, and audit preparation.

Developed final folder structure for Administrative Services Division's file migration from the soon to be decommissioned L Drive to the new network Z Drive.

Developed a crosswalk for a mass file move between the L Drive and the Z Drive.

Administrative Services' staffing status remains at four vacancies; with an additional two staff members out on FMLA.

Additional projects worked on by staff:

- Processed Medicare, Medicaid, HMO, Commercial Insurance, other county, and patient responsible claims for hospital services, long-term care services, doctors' services, Outpatient clinic services, and community program billable services
- Processed vouchers for vendor services and products
- Held weekly Banking Day with Norwood residents
- Prepared monthly date reports for occupancy, doctors' service units, meals prepared, laundry poundage date for cost reports
- General Ledger account maintenance
- Data reports for Bridgeway Unit
- Attended weekly payer source meetings for patient/resident updates
- Attended daily stand-up meetings for patient/resident care and payer source updates
- Tracked COVID-19 expenditures
- Conducted staff annual performance evaluations
- Coordinated support needs caused by vacancies in Family Services, River Block Lobby reception, transcription of Outpatient Clinic appointments, and CCS/CSP Records
- Worked with Administrative Services Division staff to develop additional back up coverage for all programs and locations
- Worked with Community Resources on hiring and training a temporary worker for screening at the River Block lobby, with added duties of general administrative tasks
- Attended all web meetings for Streamline Implementation of Smartcare: weekly internal planning meetings, workflows for Smartcare, coordinate implementation team, and Superusers
- Worked with Family Services Supervisors, Deputy Director, and Support staff regarding *Background Checks DOJ Policy* creation and updates
- Continued work on Family Services' "Go Paperless" project implemented on 01-01-21
- Conducted an investigation on a confidentiality breach; also consulted on a HIPAA incident
- Worked on *Security and Threat* determination plan for a department-wide process
- Review Outpatient Clinic Notes/Dictation
- Conducted bi-weekly meetings with Support Services staff
- Prepared NIMC ACH
- Met with staff from Edgewater location
- Sent NIMC reports to Consortium financial leads
- Provided reports for NIMC Budget Meeting & attended same meeting with Consortium Directors
- Completed multiple Edgewater training courses online

- Attended monthly TSSF teleconference
- Attended Edgewater and Norwood Fiscal budget meeting
- Participated in COVID 19 Cost Report meeting With WIPFLI
- Reviewed and approved Journal Entries entered by Accounting Clerk
- Attended Bureau of Long Term Care Stakeholder meeting
- Attended Health & Human Services Committee Meeting via WebEx
- Attended CLTS Teleconference via WebEx
- Reviewed Financial Reports & voucher reports
- Reviewed and approved time off and time cards for employees
- Reviewed and approved account reconciliations
- Prepared 2020 Audit Fixed Asset listing
- Prepared 2020 Drug Court Agreement Usage Report
- Prepared 2020 TSSF yearend report -fiscal aspect
- Provided 2020 Youth Justice Innovative Grant fiscal report
- Prepared and submitted 2020 Supplemental SABG final report
- Worked with Staff to determine COVID 19 infection control cost
- Supported Administrative Support Management Tea

### **Behavioral Health Services Update by Stephanie Gudmunson**

Personnel Updates: Makena Detlor has been hired for the CCS/CSP Service Facilitator position at River Block. Makena's first day will be March 8

Over the last several months, the Family Services Division and the Behavioral Health Division have been working together to identify gaps in our system specific to families and children with mental health concerns. We have had two very productive joint group brainstorming sessions and plan to continue to build on this work moving forward. At the same time, we were faced with the challenge of creating a plan for two young children, both at very high risk for hospitalization and restrictive placements. Faced with the dilemma of sending a 10 year old child to a residential facility, most likely out of state, or putting into place the most comprehensive plan for community support that we have ever done, we opted for the community support plan.

A large team spent hours meeting, pursuing different options and then setting the plan into motion. One challenging aspect of the plan was to come up with a way to prevent these children from continuing the cycle of being hospitalized every time they go into crisis and become unsafe. We have not had the ability up to this point to provide the necessary support to help a child through a crisis period and then return home instead of going to the hospital. Hospitalizations while necessary at times, result in a disruption in the treatment process, create a potential for more trauma, and foster a loss of community integration.

One solution is to support these children and their families during times of crisis, day or night. It requires us to respond, in-person, stay with the child for as long as necessary and attempt to de-escalate the crisis. The aim is to re-establish safety after a period of time so the child will be able to return/stay home. If safety cannot be established, it may result in hospitalization, but our goal is to divert as many hospitalizations as possible and exhaust all lesser restrictive options.

To accomplish this in a short period of time, we propose using our Mobile Crisis Team and a group of regular exempt staff from Behavioral Health and Family Services to cover the times when Mobile Crisis is not available.

4:00pm-10:00pm weekdays: Mobile Crisis On-Call respond

10:00pm-8:00am weekdays: Regular staff from the volunteer pool respond

Saturday and Sunday: Mobile Crisis On-Call 10:00am-10:00pm, Regular staff volunteer pool  
 Friday 10:00pm-10:00am Saturday and 10:00pm Saturday-10:00am Sunday, Sunday 10:00pm-Monday  
 8:00am

The following is the proposal to compensate the regular exempt staff for being on-call and responding when necessary:

- Staff paid to be on-call over night
  - \$50 per overnight on-call shift
  - \$75 Holiday overnight on-call shift
- Exempt staff receive straight comp time for hours spent responding to a crisis in addition to the on-call pay. Mobile Crisis staff receive paid straight time and their normal on-call pay. Mobile Crisis staff may sign up for the overnight on-call and receive the additional on-call pay for this, plus paid straight time if required to respond.
- Staff must stay below 80 hours of comp time, or use excess, (over 80 hours) within the pay period
- Mileage and travel time starts when the staff person leaves their home
- A Licensed Mental Health Professional will be available for consult at all times

A specialized training, plan and toolkit have been created to provide direction to staff responding in a crisis.

### **Community Resources Update by Steve Budnik**

Transportation: In January, we provided 837 rides on our buses. This is an increase of 88 rides from December. Most of our rides are still for employment (301) and shopping/personal (236) trips. The transportation department was also awarded the 85.21 grant in the sum of \$232, 915. These funds will be used for the continuation of services and operations.

WHEAP: Since October 1, 2020, we have processed 1,759 applications for the current heating. This is an increase of 5.63% or 99 households from the same time last year. The statewide trend also has an increase but of only 2.43%. Wood County is above the state average due to targeting mobile home parks, low-income housing, and senior establishments. Due to the recent subzero temperatures, there has been an increase in furnace assistance. So far, we have processed 49 eligible furnace referrals, and of those, 22 received a brand new working furnace! The other furnaces were able to be fixed. The department has "on-call" emergency kits for no-heat situations. These kits include tots of blankets, sleeping bags, battery-operated heated socks, space heaters, lanterns, and hand warmers. These tots are given to any household that is without a working furnace.

Income Maintenance: In January, the FoodShare case count for Wood County was 5,174. The total number of food share recipients was 9,969. The BadgerCare case count was 6,732, the EBD (elderly blind & disabled) was 1,961, and the long-term care medical service caseload was 1,133. As a consortium, public benefits have increased approximately 3.10% from last month. Contributions for this increase is the unemployment rate and the pandemic.

### **Edgewater Haven Update by Marissa Laher**

In the month of January we had 17 admissions and 1 readmission with a memory care census is 18 residents.

Census comparison to last year:

January 2020 – 48.06 average census with 4.29 rehab

January 2021 – 48.87 average census with 7.19 rehab

**Admissions/Discharges Comparison:**

January 2020 – Admissions 15/Discharges 6/Readmissions 4

January 2021 – Admissions 17/Discharges 2/Readmission 1

We had our second COVID-19 vaccine clinic on 2/9 through the Long Term Care Pharmacy Partnership. Walgreens will be back for one more clinic on March 9. After that final clinic, our staff will vaccinate new staff and residents who need first or second doses. We are registered as vaccinators and have received our vaccine fridge, but with the supply of vaccine right now DHS will not send vaccine to vaccinators who have not previously received a shipment of vaccine and will not send anything less than 50 doses. Hopefully this changes as the supply of vaccine improves, but we have a contingency plan in place with Norwood to still insure residents and staff are vaccinated.

In regards to COVID-19 testing, the state transitioned our state sponsored lab relationship from Molecular Lab (Washington State) back to Exact Sciences (Madison) with less than a week's notice. The good news is the county positivity rate has stayed below 10% for three weeks now, so we were able to transition our twice a week staff testing to once a week staff testing. We continue to test our residents once a week based on positive staff cases.

As of writing this, we have:

- 0 active resident cases
- 1 recovered resident case
- 2 residents who passed away during their isolation period
- 1 active employee case
- 21 recovered employee cases

In regards to capital projects, we are working on our 2021 projects and starting to plan for the 22-26 CIP. The two big projects we are working on in 2021 are Phase 2 of the 300 South project and replacement of the nurse call and wander management system. Construction for Phase 2 of 300 S is set to start on March 1. This consists of remodeling the last eight rooms on that wing to provide private and ADA compliant restrooms in each room and replacing flooring, closets, and vanity areas. When this phase is finished that will complete the remodel of 300 Wing.

Related to capital planning, we have also launched a project to develop a concrete asset list overview with expected useful life of each asset using the AkitaBox software, which is currently used for preventive maintenance and work orders. Developing this list allows us to have a longer projection period than the 5-year capital plan we put together each year and keeps all asset information in one software/location

### **Family Services Update by Jodi Liegl**

Family Services is comprised of the following five different teams: Access and Initial Assessment, two Ongoing Services Teams, Youth Justice, and the HOME (Honoring families through Outreach, Motivation, and Empowerment) Team.

Families transfer to one of the two Ongoing Teams after the completion of an Initial Assessment in the form of Court Orders, Informal Disposition Agreements or Voluntary Human Services Agreements. The primary purpose of the Ongoing Services team is to provide family-centered case management and social work intervention services with a focus on safety, permanence, and well-being for children and their families. Ongoing Social Workers engage with families to form trusting relationships through the case planning process building on strengths and connecting families to services that meet their identified needs. Throughout the provision of services, workers engage families in the change process to enhance parent/caregiver protective capacities and eliminate safety related concerns to achieve a safe, stable home and permanence for the children.

In fall 2020, our Ongoing Teams started a collaboration with Wisconsin Child Welfare Professional Development System (WCWPDS) with the ultimate goal of improving case worker contacts and visits. This year-long project provides teams with the opportunity to methodically experiment with practice changes and measure outcomes. The team received training on the Plan-Do-Study-Act (PDSA) Model, which is an interactive problem-solving process. Through PDSA we plan changes and make predictions about what will happen. The test is then carried out on a small scale and data is collected. After the team analyzes the data, they decide to either adopt the change, or adapt the plan and repeat the test. During the first round of PDSA, the team identified worker preparation for contacts as a focus area and experimented with several tools to organize face-to-face conversations with families. The team experimented with a more open-ended tool and after looking at qualitative data, did not find the tool to be as helpful as predicted. The team then tested a more concrete outline for contacts with positive feedback. As a result, the second tool was adopted and distributed to all staff within Family Services. Currently, the second round of PDSA is in full swing, and the team has shifted attention to focus on the quality of documentation. For this round, workers are experimenting with a structured case note format. The team will gather qualitative and quantitative data to formulate next steps.

An additional benefit to this collaboration is WCWPDS is gathering additional data directly from families. Prior to any implementation, surveys were sent to families. Of the eight total participating counties, Wood County obtained the most family surveys and the initial feedback was largely positive with participants indicating they feel overall supported by their Ongoing Social Workers. The tools adopted at the County level have the potential to be implemented at the state level where their work will have a lasting positive impact.

Our Kinship and Foster Care Coordinators are part of the HOME Team within Family Services. The Foster Care Ad Hoc Committee was created with the intention of focusing on the following areas: recruitment, retention, education, support, and community engagement. The committee is comprised of staff members within Family Services who have a passion in these identified focus areas. In the near future, we will be expanding to include foster parents in the Committee as well. In January, we announced the creation of Foster Care Connection. This is a reoccurring monthly meeting aimed to provide all foster parents with the opportunity to make connections with one another, seek and offer support, and provide opportunities to learn about the child welfare and foster care systems. Each month, different staff members will facilitate conversations around topic areas in relation to these systems to give all in attendance an opportunity to learn and grow. During the planning stages of the group's creation, a survey was sent to foster parents to gauge interest and ideas for topics. Some of the identified topics that will be discussed are the following: how to support a healthy family interaction, community resources for foster parents, the cultural framework of Kids at Hope, rewards and discipline, self-care, fostering teens and coaching independent living skills, exceptional costs and funding, trauma, and attachment. This will also enhance relationships between workers and foster parents. Our first session was held in January, and positive feedback was received from the participants. The group will focus on maintaining an open and welcoming environment that allows everyone to share ongoing feedback. Additionally, surveys will be sent every four months to allow for continually assessment and allow participants another venue to provide feedback. Our hope is that this will increase the knowledge of our foster parents, enhance their support systems, and minimize placement disruptions.

Family Services is very excited to welcome back, Ongoing Social Worker Amanda Zelin. Amanda previously worked in the role before leaving to take a position working in the private sector. We are thrilled to have Amanda returning to child welfare and our team! We are actively recruiting for an Initial Assessment social work position. Since the hiring freeze went into effect, Family Services continues to have two additional social work positions vacant: one in Initial Assessment and one in Ongoing.

### **Norwood Health Center Update by Jordon Bruce**

We are proud to be helping our community as a vaccinator site. As of this writing, we have administered over 570 first doses to our local community. Many of our second COVID vaccine doses have also been given. We are currently working through a very long waiting list of those who are interested and meet the criteria set forth by state officials for receiving the vaccination. The staff at Norwood have worked incredibly hard to provide a safe and efficient vaccination site, and we have received overwhelming appreciation by those who have been fortunate enough to receive the vaccine.

Norwood has not experienced any additional positive cases with residents or staff since December 15. We continue to monitor the community positivity rates weekly and are seeing a sustained reduction in those positivity rates. We have been able to move from twice weekly testing of staff down to weekly testing, which is a nice change for our staff to give our nostrils a little break! We now have an ample supply of rapid point-of-care tests, which has been helpful in identifying positive tests within 15 minutes. We are currently only allowing compassionate care visits at this time, and if our positivity rate continues to fall, we are hopeful to be able to start safely re-opening our facility for more visitation.

We have been busy working with our fiscal staff in preparing the required information for reporting on our use of the COVID Provider Relief Funds. Nearly all of our 2020 expenditures have been recorded and we are starting to work on entering our 2021 expenses. We are still awaiting direction from the Federal Government as to when we will be required to submit this information. We are also continuing to identify allowable expenditures that will help our staff combat this pandemic. I will provide another update at our HHS meeting under the COVID funding agenda item.

### **Norwood Nursing Department by Liz Masanz Admissions Unit**

We are happy to have our Psychologist back providing in-person services to our patients after nearly one year of providing virtual services. We are hopeful that our Psychiatrist will soon be able to return to providing some in-person visits as well. We are currently waiting for our laptop order to arrive, which will allow our staff to be more mobile when switching between telehealth and in-person visits.

### **Long Term Care Unit**

The majority of our resident have received their second dose of the Moderna vaccine. It is our hope that with the vaccinations underway, along with the decline in cases, that our residents will be able to get to see their loved ones and go on some outings very soon. We are awaiting guidance from the state Department of Health Services for recommendation as we navigate through this next phase.

### **Health Information Department by Jerin Turner**

We are pleased to welcome Nikita Rockteschel to our team as she fills our casual receptionist position! The casual receptionists provide coverage and support on nights and weekends for us.

### **Norwood Dietary Department by Larry Burt**

Congregate meals for the month of January totaled 8,519. Revenues for January totaled \$39,187. Due to COVID, we have seen an increase in Frozen Meals of 32% from 2019, an increase of 16,252 meals delivered. Larry and his team continue to do a remarkable job with our congregate meal program as we have increase our frozen meal output by 74% since 2017!

### **Norwood Maintenance Department by Lee Ackerman**

Update on 2020 Capital Improvement Projects: The Level 4 Renovation, Phase 2 –Crossroads: The final touches are nearly complete on this renovation. We were able to get the flooring installed in all of the resident rooms and the finished product is something to be proud of. The rooms really look warmer and

more inviting. All that remains is some flooring in the exam room and staff office which is on the schedule for early February.

Covid-19:

- Touchless faucets and flush valves have been installed in Pathways and most of the Therapy wing (currently our quarantine unit).
- Touchless light switches have been installed in the Dining room, Gym and most of the Pathways unit.
- The Canteen renovation project plans have been approved by DHS and a request for bids has been issued. Contractors were able to attend a site visit of this area on January 26; turnout was good. Bids are due on February 4 and will be awarded shortly after that date and hopefully construction can begin soon.

IT Server rooms: The HVAC devices have been installed and are working nicely. These units regulate the temperature of the communication, internet, and power service equipment which generate a considerable amount of heat, which can damage or shorten its life. This also allowed us to shut down a fan unit that ran 24/7 to cool these areas (though not very well). It would be hard to quantify exactly how much, but the installer estimates that we will use less energy for cooling going forward.

**The water main check valve** that was identified last month as faulty has been replaced. The work only required water service to be turned off for 45 minutes.

**Good problem?** Under the category of problems that have an upside, we have been noticing during our routine generator tests that we are having trouble meeting the minimum required load. NFPA 110 requires a monthly generator test under load (simulating complete loss of utility power); the total load can be no less than 30% of the generator's total kW output. What this seems to indicate is that Norwood's typical electrical consumption has been lowered to the point that we are now consistently *below* that threshold. The alternatives are to install a "load bank", which simulates a large electrical load and would cost \$30,000-40,000, or hire a service to bring a load bank, which would cost \$2,000 annually. An electrician I know suggested a third option that is even better. Now, before running our test, we turn on every available piece of kitchen equipment and all of the clothes dryers at once. This brought our load up over the minimum and costs very little. It also frees us to continue to pursue other energy-saving improvements.

**Edgewater Credit Card Statement - January 2021**

<b>Date</b>	<b>Description</b>	<b>Nursing 54201</b>	<b>Laundry 54212</b>	<b>Dietary 54213</b>	<b>Maint. 54215</b>	<b>Therapy 54216</b>	<b>Activities 54218</b>	<b>Soc Serv 54219</b>	<b>Admin 54219</b>	<b>Donation Acct</b>
1/1/2021	Walmart-crayons, glue						\$ 271.31			
1/19/2021	Walmart-Razor							63.27		
1/19/2021	Walmart-Tide		16.53							
1/25/2021	Home Depot-fixtures 300S				1,489.27					
<hr/>										
<b>Total</b>		\$ -	\$ 16.53	\$ -	\$ 1,489.27	\$ -	\$ 271.31	\$ 63.27	\$ -	\$ -
<b>Total Usage January 2021</b>		<b>\$ 1,840.38</b>								

## CREDIT CARD SUMMARY- HUMAN SERVICES DEPARTMENT

2/16/2021

	WALMART	WALMART	USBANK	USBANK	
Statement Date	1/16/2021	1/16/2021	1/19/2021	1/19/2021	
Amount Due	\$1,181.40	\$ 292.39	\$4,612.92	\$3,707.94	
<b>TOTAL</b>					<b>\$9,794.65</b>
Date Paid	1/28/2021	1/28/2021	1/28/2021	1/28/2021	
VOUCHER #	40206253	40210365	40206255	40210373	

Object	Description	Program Amount	CHILD WELFARE	ESS	CHILD. WAIVER	CSP	OPC MH	CCS	OPC AODA
			4001	4020	4050	4055	4060	4065	4080
172	TRAINING	105.00					105.00		
250	OTHER PURCHASES-WAIVERS	3,123.47			3,123.47				
251	ESS OTHER PROFESSIONAL SERV	119.99		119.99					
290	VOLUNTEER TRANSPORTATION	600.00	600.00						
311	OFFICE SUPPLIES	116.75							116.75
341	PROGRAM SUPPLIES	2,033.75				12.16		2,021.59	
390	CW TSSF Time Limited Resources	3,695.69	3,695.69						
<b>TOTAL</b>		<b>\$ 9,794.65</b>	<b>4,295.69</b>	<b>119.99</b>	<b>3,123.47</b>	<b>12.16</b>	<b>105.00</b>	<b>2,021.59</b>	<b>116.75</b>

**CREDIT CARD TOTAL**      **\$ 9,794.65**

## CVSO Report to the Wood County Health and Human Services Committee

### Meeting Date: February 25, 2021

#### January Activity:

Caseload activity for January 2021 - 8 new veterans served. During the month of January we completed/submitted 241 federal forms to include:

- 20 intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 5 Appeals – Higher level review, Notice of Disagreement (appeal)
- 22 new claims for disability compensation
- 0 new claims for pension
- 2 new claims for surviving spouse benefits (DIC or surviving spouse pension)
- 11 new applications for VA Healthcare
- 12 appointment of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 3 burial and marker applications

#### Activities:

1. Completed as of February 16:
  - a. January 29 – CVSO Association Executive meeting (Virtual)
  - b. February 9 – Tomah VA Medical Center Quarterly CVSO/Legislative Liaison meeting (Virtual).
  - c. February 11 – Meeting with new VA Suicide Prevention Coordinator who is working out of the Wausau VA Clinic.
  - d. February 16 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
  - e. February 19 – CVSO Association of Wisconsin Executive Committee meeting (in person and virtual).
2. Near Future:
  - a. February 16- Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
  - b. February 24 – Department Head meeting.
  - c. March 16 - Federal VA Regional Office Milwaukee Directors conference call with VSO & CVSO Leadership.
  - d. March 24 – Green Bay Vet Center Advisory Board quarterly meeting. This is Wood County's servicing Vet Center

#### Office updates:

1. Office and VA response to COVID-19 –
  - a. The Tomah VA Medical Center has begun COVID-19 Vaccination Clinics. Wisconsin Rapids CBOC is one of the sites and providing Friday and some Saturday/Sunday shot clinics. Veterans must be eligible and **enrolled in VA healthcare** to receive a vaccination. Currently veterans 65 and older can call to be put on a list for a scheduled shot clinic (800-872-8662 ext 66274).
  - b. Marshfield office continues to be closed and quarantined. Marshfield staff is working from home four days a week and from the courthouse one day.
  - c. Federal VA continues to lag behind on scheduling and completing compensation exams. Therefore new ratings decisions have slowed.

2. Office continues to review and reach out to Blue Water Vietnam Navy and Marine personnel. Many veterans have responded and we have submitted claims for compensation. To date Wood County Veterans under this effort have received \$232,416. in retroactive payments and monthly increases totaling \$35,549 or additional \$426,595 per year.

Since last month's report:

- a. Veteran received an increase from 0% to 40% with a retroactive payment of \$2,526.76 and a monthly payment of \$635.77 per month.
- b. Veteran received an increase from 0% to 100% resulting in a \$23,039.80 retroactive payment and a monthly increase to \$3,321.85. He is also eligible for the Wisconsin Veterans property Tax credit and VA premium free health insurance for his spouse.
- c. Veteran received an increase from 40% to 100% resulting in a \$13,858.78 retroactive payment and a monthly increase of \$2,342.42 per month. He is also eligible for the Wisconsin Veterans property Tax credit and VA premium free health insurance for his spouse.
- d. Veteran received an increase from 10% to 100% resulting in a \$7453.96 a monthly payment of \$3,146.42. He is also eligible for the Wisconsin Veterans property Tax credit.

**Note** these are just ratings we initiated by reviewing our records on file and contacting the veteran. It does not include claims brought in to our office by the veteran or the normal benefit maintenance activity we do. To date the retroactive payments and the annual ongoing compensation for this initiative have exceed the annual budget for the department by \$163,176 or 189%.

## Committee Report

County of Wood

Report of claims for: Edgewater Haven

For the period of: January 2021

For the range of vouchers: 12201351 - 12201382 12210001 - 12210098

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12201351	AEGIS THERAPIES INC	THERAPY FOR RESIDENTS	01/12/2021	\$22,976.11	P
12201352	AMAZON CAPITAL SERVICES	AED BATTEROES	01/12/2021	\$33.42	P
12201353	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	01/12/2021	\$70.44	P
12201354	GARRISON'S SEPTIC INC	PUMP GREASE PIT	01/12/2021	\$750.00	P
12201355	GRAINGER (Edgewater)	PCV DRAIN PLUG, T8 LED BULBS	01/12/2021	\$114.78	P
12201356	HEALTH DIRECT PHARMACY SERVICES INC	OTC DRUGS/MA	01/12/2021	\$4,794.43	P
12201357	MARSHFIELD CLINIC	LAB AND XRAYS	01/12/2021	\$1,184.00	P
12201358	MEDICAL FORMS INTERNATIONAL	24 HOUR REPORT BOOKS	01/12/2021	\$306.33	P
12201359	PHOENIX TEXTILE CORP	WASHCLOTHES, GOWNS, UNDERPAD	01/12/2021	\$619.77	P
12201360	PIGGY WIGGLY SUPERMARKET	RESIDENT FOOD	01/12/2021	\$26.96	P
12201361	ASPIRUS RIVERVIEW HOSPITAL & CLINICS	LABS	01/12/2021	\$21.50	P
12201362	ROWE FLORAL INC	FUNERAL FLOWERS	01/12/2021	\$266.93	P
12201363	SHRED-IT USA	SHRED BIN	01/12/2021	\$116.81	P
12201364	WHEELS OF INDEPENDENCE INC	RESIDENT TRANSFERS	01/12/2021	\$35.00	P
12201365	WIPFLI LLP	COST REPORT 2019	01/12/2021	\$4,500.00	P
12201366	WI DEPT OF HEALTH & SOC SERV	MONTHLY BED ASSESMENT	01/12/2021	\$13,430.00	P
12201367	CLASEN DR RICHARD MD	MEDICAL DIRECTORS FEE	01/12/2021	\$1,000.00	P
12201368	ADVANCED DISPOSAL	WASTE DISPOSAL	01/18/2021	\$1,289.12	P
12201369	BERNARD FOOD INDUSTRIES INC	RESIDENT FOOD	01/18/2021	\$63.24	P
12201370	IGA	RESIDENT FOOD	01/18/2021	\$15.45	P
12201371	MARSHFIELD CLINIC	LAB AND XRAYS	01/18/2021	\$324.00	P
12201372	NORTHWEST RESPIRATORY SERVICES	OXYGEN AND SUPPLIES	01/18/2021	\$186.00	P
12201373	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/18/2021	\$2,745.56	P
12201374	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/18/2021	(\$149.41)	P
12201375	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/18/2021	(\$166.33)	P
12201376	US FOODS	RESIDENT FOOD	01/18/2021	\$469.04	P
12201377	WE ENERGIES	GAS BILL	01/18/2021	\$7,278.01	P
12201378	WI DEPT OF JUSTICE	CRIMINAL BACKGROUND CHECKS	01/18/2021	\$10.00	P
12201379	AMAZON CAPITAL SERVICES	DECORATING SUPPLIES	01/20/2021	\$1.00	P
12201380	PETTY CASH	REIMBURSE PETTY CASH	01/20/2021	\$316.28	P
12201381	ACCURATE IMAGING INC	PORTABLE XRAY	01/27/2021	\$212.12	P
12201382	US BANK	DEPT EXPENSE	01/27/2021	\$306.67	P
12210001	AMAZON CAPITAL SERVICES	NOTE BINDER	01/06/2021	\$10.40	P
12210002	AMAZON CAPITAL SERVICES	CALENDAR	01/06/2021	\$14.95	P

Committee Report - County of Wood

Edgewater Haven - January 2021

12210001 - 12210098 12201351 - 12201382

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12210003	ACCUSHIELD LLC	KIOSK MONTHLY FEE	01/12/2021	\$179.00	P
12210004	SPECTRUM- MILWAUKEE	MONTHLY CABLE FOR RESIDENTS	01/12/2021	\$1,240.01	P
12210005	HEALTHCARE SERVICES GROUP INC	CONTRACT HOUSEKEEPING/LAUNDRY	01/12/2021	\$20,665.17	P
12210006	KONE INC	ELEVATOR SERVICE 1ST QUARTER	01/12/2021	\$374.80	P
12210007	SERENITY AQUARIUM & AVIARY SERVICES	BIRD AVIARY MAINTENANCE	01/12/2021	\$99.00	P
12210008	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/12/2021	\$8.54	P
12210009	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/12/2021	\$87.87	P
12210010	AMAZON CAPITAL SERVICES	STEEL CART, TV WALL BRACKETS	01/18/2021	\$299.74	P
12210011	AMAZON CAPITAL SERVICES	WHITE BOARD	01/18/2021	\$99.94	P
12210012	APOLLO CORPORATION	SHOWER HOSE, WAND, UV BULBS,	01/18/2021	\$276.36	P
12210013	CREST HEALTH CARE	CALL CORD (TEN EACH)	01/18/2021	\$152.01	P
12210014	DIRECT SUPPLY INC	KN95 MASKS	01/18/2021	\$396.00	P
12210015	DIRECT SUPPLY INC	BOWL ASSY	01/18/2021	\$941.99	P
12210016	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	01/18/2021	\$30.52	P
12210017	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	01/18/2021	\$30.52	P
12210018	GRAINGER (Edgewater)	4 LAMB BALLAST	01/18/2021	\$30.42	P
12210019	GRAINGER (Edgewater)	ICE MACHINE FILTER	01/18/2021	\$79.47	P
12210020	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/18/2021	\$1,909.69	P
12210021	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/18/2021	\$2,255.44	P
12210022	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/18/2021	\$3.99	P
12210023	US FOODS	RESIDENT FOOD	01/18/2021	\$354.75	P
12210024	DIRECT SUPPLY INC	LIDS AND MUGS	01/20/2021	\$49.14	P
12210025	DIRECT SUPPLY INC	KN95 MASKS	01/20/2021	\$564.00	P
12210026	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	01/20/2021	\$30.52	P
12210027	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	01/20/2021	\$39.92	P
12210028	GANNETT WISCONSIN MEDIA	NEWSPAPER FOR RESIDENTS	01/20/2021	\$73.01	P
12210029	MCKESSON MEDICAL	NURSING SUPPLIES	01/20/2021	\$209.68	P
12210030	MCKESSON MEDICAL	NURSING SUPPLIES	01/20/2021	\$319.01	P
12210031	MEDLINE INDUSTRIES	NURSING SUPPLIES	01/20/2021	\$2,188.07	P
12210032	MED-PASS INC	TELEPHONE ORDERS	01/20/2021	\$313.89	P
12210033	REINHART FOOD SERVICE	DISHMACHINE LEASE	01/20/2021	\$155.00	P
12210034	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/20/2021	\$1,706.80	P
12210035	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/20/2021	\$1,731.38	P
12210036	US FOODS	RESIDENT FOOD	01/20/2021	\$339.69	P
12210037	AMAZON CAPITAL SERVICES	MICROWAVE 500S KITCHENETTE	01/27/2021	(Voided)	P
12210037R	AMAZON CAPITAL SERVICES	MICROWAVE 500S	02/02/2021	\$56.46	P
12210038	COMPLETE CONTROL	ANNUAL FIRE AND SEC. INSPECTIO	01/27/2021	\$6,575.00	P
12210039	COMPLETE CONTROL	FIRE MONITORING SERVICE	01/27/2021	\$420.00	P
12210040	DIRECT SUPPLY INC	BENDABLE UTENSILS	01/27/2021	\$65.95	P
12210041	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	01/27/2021	\$40.32	P
12210042	HEALTHCARE WASTE MANAGEMENTINC	MED. WASTE, LIGHT BULBS, BATTE	01/27/2021	\$261.57	P
12210043	HD SUPPLY FACILITIES MAINTENANCE LTD	REPLACEMENT VANE FOR BLINDS	01/27/2021	\$87.12	P
12210044	LITITZ FLOORING CO	300S2021/ ROOM 519	01/27/2021	\$4,605.52	P
12210045	LITITZ FLOORING CO	FLOORING 400 NURSE STATION	01/27/2021	\$1,403.18	P

Committee Report - County of Wood

Edgewater Haven - January 2021

12210001 - 12210098 12201351 - 12201382

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12210046	MEDLINE INDUSTRIES	NURSING SUPPLIES	01/27/2021	\$68.80	P
12210047	MEDLINE INDUSTRIES	NURSING SUPPLIES	01/27/2021	\$551.85	P
12210048	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/27/2021	\$1,797.70	P
12210049	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	01/27/2021	\$1,826.51	P
12210050	US FOODS	RESIDENT FOOD	01/27/2021	\$387.51	P
12210051	US FOODS	DEPT EXPENSE	01/27/2021	(Voided)	P
12210051R	US BANK	DEPT EXPENSE	01/27/2021	\$79.80	P
12210052	ALLIANT ENERGY/ WP&L	ELECTRIC BILL	02/02/2021	\$5,912.59	P
12210053	AMAZON CAPITAL SERVICES	UNDER CABINET LED LIGHT	02/02/2021	\$27.96	P
12210054	AMAZON CAPITAL SERVICES	300S PURCHASE SUPPLIES	02/02/2021	\$1,344.43	P
12210055	AMAZON CAPITAL SERVICES	BUCKETS FOR SURVICE WIPES	02/02/2021	\$37.00	P
12210056	DIRECT SUPPLY INC	KN95 MASKS	02/02/2021	\$940.00	P
12210057	DIRECT SUPPLY INC	BARIATIRIC COMMODES	02/02/2021	\$293.97	P
12210058	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	02/02/2021	\$39.92	P
12210059	EARTHGRAINS COMPANY THE	RESIDENT BAKERY	02/02/2021	\$63.32	P
12210060	GRAINGER (Edgewater)	MERV 11 HVAC FILTER	02/02/2021	\$131.40	P
12210061	GRAINGER (Edgewater)	MERV 11 HVAC FILTER, BATTERIES	02/02/2021	\$355.75	P
12210062	GRAINGER (Edgewater)	1/2" SS PIPE COUPLERS	02/02/2021	\$63.00	P
12210063	GRAINGER (Edgewater)	GLOVE DISPENSER, LAG BOLTS	02/02/2021	\$33.08	P
12210064	HD SUPPLY FACILITIES MAINTENANCE LTD	REPLACEMENT BLINDS 500	02/02/2021	\$57.44	P
12210065	HD SUPPLY FACILITIES MAINTENANCE LTD	300 S EDGEWATER PURCHASE SUPPL	02/02/2021	\$123.76	P
12210066	HD SUPPLY FACILITIES MAINTENANCE LTD	WINDOW BLINDS 300 S 2021 PROJ	02/02/2021	\$265.32	P
12210067	MEDLINE INDUSTRIES	NURSING SUPPLIES	02/02/2021	\$46.70	P
12210068	MEDLINE INDUSTRIES	NURSING SUPPLIES	02/02/2021	\$1,737.19	P
12210069	ORTHOPAEDIC CENTERS OF WISCONSIN	MEDICAL PROCEDURE	02/02/2021	\$22.04	P
12210070	REINHART FOOD SERVICE	RESIENT FOOD AND SUPPLIES	02/02/2021	\$1,755.36	P
12210071	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/02/2021	\$2,192.67	P
12210072	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/02/2021	(\$16.39)	P
12210073	US FOODS	RESIDENT FOOD	02/02/2021	\$500.77	P
12210074	PITNEY BOWES	POSTAGE METER LEASE	02/02/2021	\$126.00	P
12210075	RIVER CITY CAB	LAB RUNS	02/03/2021	\$25.00	P
12210076	MCKESSON MEDICAL	NURSING SUPPLIES	02/03/2021	\$762.10	P
12210077	MCKESSON MEDICAL	NURSING SUPPLIES	02/03/2021	\$210.64	P
12210078	DIRECT SUPPLY INC	FOOD PROCESSOR, FLATWARE	02/03/2021	\$2,426.28	P
12210079	MID-STATE TECHNICAL COLLEGE	CPR	02/03/2021	\$20.00	P
12210080	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$9.33)	P
12210081	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$16.65)	P
12210082	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$3.59)	P
12210083	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$3.11)	P
12210084	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$18.95)	P
12210085	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$8.20)	P
12210086	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$7.86)	P
12210087	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$10.38)	P
12210088	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$21.00)	P

Committee Report - County of Wood

Edgewater Haven - January 2021

12210001 - 12210098 12201351 - 12201382

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
12210089	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$9.09)	P
12210090	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$4.40)	P
12210091	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$13.27)	P
12210092	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$3.64)	P
12210093	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$25.96)	P
12210094	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$13.16)	P
12210095	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$35.09)	P
12210096	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$35.09)	P
12210097	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$17.55)	P
12210098	REINHART FOOD SERVICE	RESIDENT FOOD AND SUPPLIES	02/03/2021	(\$6.49)	P
<b>Grand Total:</b>				<b>\$137,869.70</b>	

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: FEBRUARY 2021

For the range of vouchers: 15200490 - 15200493 15210010 - 15210043

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
15200490	NEKOOSA SCHOOL DISTRICT	COVID Expense	01/28/2021	\$7,000.00	P
15200491	PITTSVILLE SCHOOL DISTRICT	COVID Expense	01/28/2021	\$140.00	P
15200492	PORT EDWARDS SCHOOL DISTRICT	COVID Expense	01/28/2021	\$1,260.00	P
15200493	WISCONSIN RAPIDS SCHOOL DISTRICT	COVID Expense	01/28/2021	\$8,960.00	P
15210010	AMAZON CAPITAL SERVICES	COVID Supplies	01/15/2021	\$53.86	P
15210011	AMAZON CAPITAL SERVICES	Office/COVID Supplies	01/15/2021	\$34.47	P
15210012	AMAZON CAPITAL SERVICES	Office Supplies	01/22/2021	\$70.98	P
15210013	FISHER SCIENTIFIC COMPANY LLC	EH Lab Supplies	01/06/2021	\$31.62	P
15210014	HEALTH CARE LOGISTICS INC	COVID Supplies	01/09/2021	\$170.70	P
15210015	HEALTHCARE WASTE MANAGEMENTINC	Sharps Disposal	01/21/2021	\$73.83	P
15210016	INSTITUTE FOR ADVANCEMENT OF BREASTFEEDING	Conference Registration	01/15/2021	\$960.00	P
15210017	MCKESSON MEDICAL	COVID Supplies	01/13/2021	\$179.77	P
15210018	MCKESSON MEDICAL	COVID Supplies	01/13/2021	\$82.00	P
15210019	MCKESSON MEDICAL	COVID Supplies	01/13/2021	\$203.43	P
15210020	THREE BRIDGES RECOVERY WI INC	CCAR Training	01/25/2021	\$250.00	P
15210021	FANDRE ERIN	Hygienist/COVID	01/23/2021	\$1,585.40	P
15210022	AMAZON CAPITAL SERVICES	Office/COVID Supplies	01/27/2021	\$120.98	P
15210023	AMAZON CAPITAL SERVICES	COVID Supplies	01/31/2021	\$13.99	P
15210024	IVISIONMOBILE	Texting Service	02/01/2021	\$139.35	P
15210025	KOLONI INC	River Riders Expense/RH	11/24/2020	\$2,100.00	P
15210026	MCKESSON MEDICAL	COVID Supplies	01/20/2021	\$600.39	P
15210027	LANGUAGE LINE SERVICES	Interpreters	01/31/2021	\$388.01	P
15210028	MCCROSSEN CATHY	COVID Expense	02/03/2021	\$60.76	P
15210029	MCKESSON MEDICAL	COVID Supplies	01/22/2021	\$69.96	P
15210030	FANDRE ERIN	Hygienist/COVID	02/06/2021	\$1,244.45	P
15210031	AMAZON CAPITAL SERVICES	Office/COVID Supplies	02/02/2021	\$59.04	
15210032	AMAZON CAPITAL SERVICES	COVID Supplies	02/02/2021	\$468.79	
15210033	AMAZON CAPITAL SERVICES	Office/COVID Supplies	02/04/2021	\$295.78	
15210034	AMAZON CAPITAL SERVICES	COVID Supplies	02/11/2021	\$14.76	
15210035	ENVIROMENTAL RESOURCE ASSOCIATES INC	EH Lab Expense	02/08/2021	\$334.32	
15210036	MARSHFIELD POLICE DEPT	COVID Expense	01/27/2021	\$555.52	
15210037	MCKESSON MEDICAL	COVID Supplies	02/02/2021	\$224.39	
15210038	MCKESSON MEDICAL	COVID Supplies	02/02/2021	\$83.07	

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
15210039	SCHEIN HENRY	Clinic Supplies	02/01/2021	\$534.24	
15210040	SCHEIN HENRY	Clinic Supplies	02/03/2021	\$125.28	
15210041	WISCONSIN RAPIDS POLICE DEPT	COVID Expense	02/10/2021	\$649.84	
15210042	WISCONSIN RAPIDS FIRE DEPARTMENT	COVID Expense	02/15/2021	\$953.75	
15210043	US BANK	ALL PROG P-Card	02/17/2021	\$2,216.29	
<b>Grand Total:</b>				<b>\$32,309.02</b>	

Signatures

\_\_\_\_\_  
Donna Rozar, Chair

\_\_\_\_\_  
Adam Fischer, Vice-Chair

\_\_\_\_\_  
Lee Thao

\_\_\_\_\_  
John Hokamp

\_\_\_\_\_  
Laura Valenstein

\_\_\_\_\_  
Tom Buttke

\_\_\_\_\_  
Jessica Vicente

\_\_\_\_\_  
Heather Wellach, RN

\_\_\_\_\_  
Kristen Iniguez, DO

EH Environmental Health  
EP Emergency Preparedness

PH Public Health  
WIC Women, Infant, Children

## Committee Report

County of Wood

Report of claims for: HUMAN SERVICES

For the period of: FEBRUARY 2021

For the range of vouchers: 40206219 - 40206276 40210310 - 40210778

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40206219	AMAZON CAPITAL SERVICES	TSSF CONSUMER EXPENSE	01/20/2021	\$193.95	P
40206220	CENTRAL WI COUNSELING ASSOC LLC	CCS CONTRACTED SERVICES	12/31/2020	\$6,921.40	P
40206221	COURTESY CAB	FSET APPROVED CAB RIDES	12/31/2020	\$27.00	P
40206222	COURTESY CAB	FSET APPROVED CAB RIDE	12/31/2020	\$30.00	P
40206223	CW SOLUTIONS LLC	FAMILY PRESERVATION	12/31/2020	\$2,679.50	P
40206224	CW SOLUTIONS LLC	CHILDREN FIRST SERVICES	12/31/2020	\$259.57	P
40206225	CW SOLUTIONS LLC	WHEAP CONTRACTED PERSONNEL	12/31/2020	\$665.81	P
40206226	CW SOLUTIONS LLC	BFI CONTRACTED SERVICES	12/31/2020	\$2,860.54	P
40206227	CW SOLUTIONS LLC	FSET SUPPORT SERVICES	12/31/2020	\$13,963.58	P
40206228	CW SOLUTIONS LLC	ADP SERVICES	12/31/2020	\$1,848.64	P
40206229	CW SOLUTIONS LLC	INDEPENDENT LIVING SERVICES	12/31/2020	\$802.34	P
40206230		STATE PASS THRU FUNDS	12/31/2020	\$133.55	P
40206231	LOCUMTENENS HOLDINGS, LLC	PSYCHIATRY SERVICES	12/31/2020	\$13,025.12	P
40206232	MOORING PROGRAMS INC THE	AODA SERVICES	12/31/2020	\$3,982.00	P
40206233	OPTIONS COUNSELING SERVICES LLC	AODA SERVICES	12/31/2020	\$4,650.00	P
40206234	OPTIONS COUNSELING SERVICES LLC	AODA SERVICES	12/31/2020	\$450.00	P
40206235	OPTIONS COUNSELING SERVICES LLC	AODA SERVICES	12/31/2020	\$300.00	P
40206236	EXPERIAN HEALTH INC	VERIFICATION OF CLIENT CHARGES	12/31/2020	\$145.72	P
40206237	SOLARUS	BRIDGEWAY PHONE EXPENSE	12/31/2020	\$133.05	P
40206238	HINTZ TIMOTHY A	TSSF CONSUMER CAR REPAIR	12/31/2020	\$184.65	P
40206239	CINTAS CORPORATION	CONTRACTED SERVICES	12/31/2020	\$113.58	P
40206240		FSET APPROVED REIMBURSEMENT	12/31/2020	\$85.00	P
40206241	KIDS AT HOPE	KIDS AT HOPE	12/31/2020	\$18,000.00	P
40206242	MAYO CLINIC	STATE PASS THRU FUNDS	12/31/2020	\$210.00	P
40206243	QUICKEN LOANS LLC	FSET APPROVED HOUSING ASSIST	12/31/2020	\$621.32	P
40206244	REDWOOD TOXICOLOGY LABORATORY INC	DRUG TESTING	12/31/2020	\$19.84	P
40206245	UW - MADISON	STAFF TRAININGS	12/31/2020	\$825.00	P
40206246	UW - MADISON	WCWPDS TRAININGS	12/31/2020	\$150.00	P
40206247	CREATIVE COMMUNITY LIVING SERV	COMMUNITY SKILLS	12/31/2020	\$7,366.40	P
40206248	CREATIVE COMMUNITY LIVING SERV	COMMUNITY SKILLS	12/31/2020	\$4,666.37	P
40206249	CREATIVE COMMUNITY LIVING SERV	COMMUNITY SKILLS	12/31/2020	\$277.76	P
40206250	LOCUMTENENS HOLDINGS, LLC	PSYCHIATRY SERVICES	12/31/2020	\$11,814.07	P
40206251	LUTHERAN SOCIAL SERVICES	CCS CONTRACTED SERVICES	12/31/2020	\$1,333.44	P
40206252	WI DEPT OF JUSTICE	BACKGROUND CHECKS	12/31/2020	\$468.75	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40206253	WAL-MART COMMUNITY/SYNCB	WALMART CREDIT CARD	12/31/2020	\$1,181.40	P
40206254	CW SOLUTIONS LLC	YJ CONTRACTED SERVICES	12/31/2020	\$1,106.98	P
40206255	US BANK	PCARD CHARGES	12/31/2020	\$4,612.92	P
40206256	CW SOLUTIONS LLC	YJ SERVICES	01/27/2021	\$110.70	P
40206257	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	02/03/2021	\$144.83	P
40206258	CLARITY CARE INC	RESIDENTIAL SERVICES	12/31/2020	\$3,568.30	P
40206259	FREEDOM VANS LLC	FSET APPROVED TAXI RIDES	12/31/2020	\$20.00	P
40206260	FREEDOM VANS LLC	FSET APPROVED TAXI RIDES	12/31/2020	\$28.00	P
40206261	FREEDOM VANS LLC	FSET APPROVED TAXI RIDES	12/31/2020	\$13.00	P
40206262	WISCONSIN MEDIA	PUBLIC HEARING PUBLICATIONS	12/31/2020	\$580.71	P
40206263	LOCUMTENENS HOLDINGS, LLC	PSYCHIATRY SERVICES	12/31/2020	\$11,020.13	P
40206264	MIDSTATE INDEPENDENT LIVING CHOICES	PEER SPECIALIST AT CLUBHOUSE	12/31/2020	\$3,140.50	P
40206265	TREMPEALEAU CO HEALTH CARE	RESIDENTIAL/IMD SERVICES	12/31/2020	\$7,022.43	P
40206266	WPS	2019 CLTS SETTLEMENT	12/31/2020	\$152.00	P
40206267	AMAZON CAPITAL SERVICES	TSSF CONSUMER SUPPLIES	12/31/2020	\$310.93	P
40206268	AMAZON CAPITAL SERVICES	TSSF CONSUMER SUPPLIES	12/31/2020	\$90.34	P
40206269	AMAZON CAPITAL SERVICES	CCS/CSP PROGRAM SUPPLIES	12/31/2020	\$16.99	P
40206270	CORDANT HEALTH SOLUTIONS	CONTRACTED YOUTH UA SERVICES	12/31/2020	\$386.20	P
40206271	MARSHFIELD POLICE DEPT	RESTITUTION	12/31/2020	\$46.50	P
40206272	MARATHON COUNTY-TREASURER	SECURE DETENTION	12/31/2020	\$600.00	P
40206273	NTC CAMPUS STORE	FOSTER CARE TRAINING	12/31/2020	\$20.00	P
40206274	UW - MADISON	WCWPDS TRAINING	12/31/2020	\$300.00	P
40206275	VAVER COLLEEN ANN	FOSTER PARENT TRAINING	12/31/2020	\$40.00	P
40206276	SHRADER LISA	CCS/CSP PROGRAM SUPPLIES	12/31/2020	\$25.92	P
40210311	OHP Care Provider	Out of Home Placement	01/19/2021	\$106.79	P
40210312	OHP Care Provider	Out of Home Placement	01/19/2021	\$17.55	P
40210313	OHP Care Provider	Out of Home Placement	01/19/2021	\$161.63	P
40210314	OHP Care Provider	Out of Home Placement	01/19/2021	\$122.84	P
40210315	OHP Care Provider	Out of Home Placement	01/19/2021	\$12.90	P
40210316	AMAZON CAPITAL SERVICES	TSSF CONSUMER FITNESS TRACKER	01/21/2021	\$45.99	P
40210317	AMAZON CAPITAL SERVICES	CCS / CSP PROGRAM SUPPLIES	01/21/2021	\$39.23	P
40210318	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/21/2021	\$10.99	P
40210319	ONEIDA APTS (B&B INVESTMENTS)	FSET APPROVED HOUSING ASSIST	01/21/2021	\$460.00	P
40210320	BELL AMY L	FSET APPROVED HOUSING ASSIST	01/21/2021	\$1,030.00	P
40210321	MINOCQUA AUTO & TIRE	FSET APPROVED AUTO REPAIR	01/21/2021	\$1,200.00	P
40210322	RAPIDS INN & SUITES	FSET APPROVED HOUSING ASSIST	01/21/2021	\$850.00	P
40210323	RUESCH COMPANIES	TSSF CONSUMER HOUSING ASSIT	02/01/2021	\$700.00	P
40210324		FSET APPROVED REIMBURSEMENT	01/21/2021	\$43.00	P
40210325	FINK DANNY R	APR RENT ASSISTANCE	02/01/2021	\$125.00	P
40210326	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/21/2021	\$35.00	P
40210327	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATE REQUEST	01/21/2021	\$20.00	P
40210328	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATE REQUEST	01/21/2021	\$40.00	P
40210329	WOOD COUNTY REGISTER OF DEEDS	FSET APPROVED BIRTH CERT FEE	01/21/2021	\$20.00	P
40210330	WOODFIELDPEN MARSHFIELD LLC	FSET APPROVED HOUSING ASSIST	01/21/2021	\$775.00	P

## Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210331	PORTAGE CO REGISTER OF DEEDS	FSET APPROVED BIRTH CERT	01/21/2021	\$20.00	P
40210332	WAL-MART STORES INC	FOSTER PARENT EXPENSES	01/21/2021	\$150.00	P
40210333	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210334	OHP Care Provider	Out of Home Placement	01/25/2021	\$155.68	P
40210335	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210336	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210337	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210338	OHP Care Provider	Out of Home Placement	01/25/2021	\$155.68	P
40210339	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210340	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210341	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210342	OHP Care Provider	Out of Home Placement	01/25/2021	\$155.68	P
40210343	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210344	OHP Care Provider	Out of Home Placement	01/25/2021	\$254.00	P
40210345		SACWIS	01/27/2021	\$618.07	P
40210346	2619 OAKLAND LLC	IL APPROVED RENT	01/28/2021	\$2,152.00	P
40210347	AEGIS CORPORATION	NOTARY BOND	01/28/2021	\$30.00	P
40210348	GROUP HEALTH OF EAU CLAIRE	REFUND OVERPAYMENT	01/28/2021	\$61.60	P
40210349	KWIK TRIP INC	FSET APPROVED REGIONAL GAS	01/28/2021	\$38,000.00	P
40210350	LIFE ECOLOGY ORGANIZATION LLC	LEO LICENSING	01/28/2021	\$3,000.00	P
40210351	MENOMINEE DEPT OF TRANSIT SERVICES	FSET APPROVED BUS PASS	01/28/2021	\$25.00	P
40210352	PFEIFFER AUTO REPAIR	FSET APPROVED AUTO REPAIR	01/28/2021	\$420.70	P
40210353		STATE PASS THRU FUNDS	01/28/2021	\$99.00	P
40210354	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/28/2021	\$8.37	P
40210355	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/28/2021	\$132.97	P
40210356	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/28/2021	\$72.55	P
40210357	VOBORSKY SUPATTAR P	FSET APPROVED HOUSING ASSIST	01/28/2021	\$525.00	P
40210358	KOCOUREK FORD LINCOLN INC	IL APPROVED AUTO REPAIR	01/28/2021	\$2,246.92	P
40210359	PIOTROWSKI HOWARD	FSET APPROVED HOUSING ASSIST	01/28/2021	\$300.00	P
40210360	103 ELM STREET LLC	DC STEINLE PLAZA RENT	02/01/2021	\$9,146.67	P
40210361	CRESTWOOD MANAGEMENT LLC	IL APPROVED HOUSING ASSIST	02/01/2021	\$485.82	P
40210362	DAVIS JACORY	IL APPROVED RENT	02/01/2021	\$200.00	P
40210363	WOODSEGE APARTMENTS	IL APPROVED HOUSING ASSIST	02/01/2021	\$352.00	P
40210364	WOODFIELDPEN MARSHFIELD LLC	IL APPROVED HOUSING ASSIST	02/01/2021	\$777.11	P
40210365	WAL-MART COMMUNITY/SYNCB	WALMART CREDIT CARD	01/28/2021	\$292.39	P
40210366	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/28/2021	\$35.00	P
40210367	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/28/2021	\$50.00	P
40210368	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/28/2021	\$35.00	P
40210369	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/28/2021	\$35.00	P
40210370		IL APPROVED REIMBURSEMENT	01/28/2021	\$111.36	P
40210371	WI DEPT OF PUBLIC INSTRUCTION	FSET APPROVED COPY FEE	01/28/2021	\$17.00	P
40210372	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATE REQUEST	01/28/2021	\$20.00	P
40210373	US BANK	PCARD CHARGES	01/28/2021	\$3,707.94	P
40210374	AMAZON CAPITAL SERVICES	SOCIAL EMO-DEVELOPMENT GRANT	01/31/2021	\$894.98	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210375	AMAZON CAPITAL SERVICES	SOCIAL EMO-DEVELOPMENT GRANT	01/31/2021	\$181.43	P
40210376	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$89.82	P
40210377	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$304.92	P
40210378	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$17.77	P
40210379	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$38.24	P
40210380	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$281.73	P
40210381	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$128.97	P
40210382	AMAZON CAPITAL SERVICES	CLTS WAIVER PROGRAM	01/31/2021	\$224.20	P
40210383	AMAZON CAPITAL SERVICES	CCS PROGRAM SUPPLIES	01/31/2021	\$556.06	P
40210384	CRABBMAN'S DRIVER EDUCATION LLC	FSET APPROVED DRIVERS ED	01/31/2021	\$280.00	P
40210385	CRABBMAN'S DRIVER EDUCATION LLC	FSET APPROVED DRIVERS ED	01/31/2021	\$280.00	P
40210386	CRABBMAN'S DRIVER EDUCATION LLC	FSET APPROVED DRIVERS ED	01/31/2021	\$280.00	P
40210387	DRIVER EDUCATION SPECIALISTS	FSET APPROVED DRIVERS ED	01/31/2021	\$375.00	P
40210388	FIRST CHOICE AUTOMOTIVE SERVICE LLC	FSET APPROVED AUTO REPAIR	01/31/2021	\$498.78	P
40210389	FRONTIER COMMUNICATIONS	TELEPHONE - CORNERSTONE	01/31/2021	\$152.93	P
40210390	[REDACTED]	IL APPROVED REIMBURSEMENT	01/31/2021	\$85.00	P
40210391	[REDACTED]	IL APPROVED REIMBURSEMENT	01/31/2021	\$164.50	P
40210392	[REDACTED]	IL APPROVED REIMBURSEMENT	01/31/2021	\$167.44	P
40210393	[REDACTED]	IL APPROVED REIMBURSEMENT	01/31/2021	\$315.45	P
40210394	INTERLOCKING AUTISM THERAPY LLC	SOCIAL EMO-DEVELOPMENT GRANT	01/31/2021	\$550.00	P
40210395	[REDACTED]	STATE PASS THRU FUNDS	01/31/2021	\$60.00	P
40210396	MENJIVAR FRANCISCA	BIRTH TO THREE INTERPRETER SVC	01/31/2021	\$162.50	P
40210397	MID-STATE TRUCK SERVICE INC	BUS 244 REPAIRS	01/31/2021	\$3,160.68	P
40210398	MID-STATE TRUCK SERVICE INC	BUS 242 REPAIRS	01/31/2021	\$682.39	P
40210399	NICOLET STAFFING	TEMP SERVICES	01/31/2021	\$657.00	P
40210400	NOVUS AUTO GLASS	FSET APPROVED AUTO REPAIR	01/31/2021	\$289.00	P
40210401	PENKERT PROPERTIES LLC (Eagle River)	FSET APPROVED HOUSING ASSIST	01/31/2021	\$429.00	P
40210402	RYO'S DRIVING SCHOOL LLC	FSET APPROVED DRIVERS ED	01/31/2021	\$110.00	P
40210403	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	01/31/2021	\$180.00	P
40210404	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	01/31/2021	\$45.00	P
40210405	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$121.92	P
40210406	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$71.49	P
40210407	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$42.23	P
40210408	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$22.68	P
40210409	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$69.11	P
40210410	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$253.95	P
40210411	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$8.91	P
40210412	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$121.44	P
40210413	STAPLES ADVANTAGE	FSET PROGRAM SUPPLIES	01/31/2021	\$35.92	P
40210414	TEAM MATTHEWS	FSET APPROVED AUTO REPAIR	01/31/2021	\$1,231.01	P
40210415	THAT 1 GARAGE LLC	FSET APPROVED AUTO REPAIR	01/31/2021	\$660.00	P
40210416	VOIANCE LANGUAGE SERVICES LLC	TRANSLATION SERVICES	01/31/2021	\$451.38	P
40210417	WE ENERGIES	TSSF CONSUMER UTILITY	01/31/2021	\$237.27	P
40210418	ST CROIX THERAPY INC	BIRTH TO THREE OT SERVICES	01/31/2021	\$92.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210419	JOHNSON DANIEL	IL APPROVED RENT	02/04/2021	\$400.00	P
40210420	NEVA JEAN MOTEL	FSET APPROVED HOUSING ASSIST	02/04/2021	\$450.00	P
40210421	THE VILLAS AT MARSHFIELD	FSET APPROVED HOUSING ASSIT	02/04/2021	\$700.00	P
40210422	WINTERS JANICE (1099 FOR RENT)	FSET APPROVED HOUSING ASSIST	02/04/2021	\$1,005.00	P
40210423	CW SOLUTIONS LLC	FSET SUPPORT SERVICES	01/31/2021	\$3,108.31	P
40210424	CW SOLUTIONS LLC	FSET SUBCONTRACT SERVICES	01/31/2021	\$122,188.53	P
40210425	CW SOLUTIONS LLC	CHILDREN FIRST SERVICES	01/31/2021	\$1,583.63	P
40210426	CW SOLUTIONS LLC	ADP PARTICIPANT EXPENSES	01/31/2021	\$82.50	P
40210427	CW SOLUTIONS LLC	ADP SUBCONTRACT SERVICES	01/31/2021	\$12,296.91	P
40210428	CW SOLUTIONS LLC	WHEAP SERVICES	01/31/2021	\$4,657.13	P
40210429	CW SOLUTIONS LLC	BFI SERVICES	01/31/2021	\$20,006.88	P
40210430	CW SOLUTIONS LLC	BFI PARTICIPANT EXPENSE	01/31/2021	\$25.99	P
40210431	CW SOLUTIONS LLC	IL SERVICES	01/31/2021	\$5,028.61	P
40210432	CW SOLUTIONS LLC	IL PARTICIPANT EXPENSES	01/31/2021	\$2,225.28	P
40210433	CW SOLUTIONS LLC	YJ SERVICES	01/31/2021	\$8,368.98	P
40210434	CW SOLUTIONS LLC	YJ PARTICIPANT EXPENSES	01/31/2021	\$4.83	P
40210435	BORCHARDT JENNIFER	PROGRAM SUPPLIES	01/31/2021	\$110.00	P
40210436	[REDACTED]	IL APPROVED REIMBURSEMENT	01/31/2021	\$254.49	P
40210437	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/31/2021	\$35.00	P
40210438	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/31/2021	\$35.00	P
40210439	REGISTRATION FEE TRUST	FSET APPROVED DL FEE	01/31/2021	\$35.00	P
40210440	WOOD COUNTY HSD PETTY CASH	PETTY CASH REPLENISH	02/04/2021	\$8.14	P
40210442	OHP Care Provider	Out of Home Placement	02/03/2021	\$90.13	P
40210443	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210444	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210445	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210446	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210447	OHP Care Provider	Out of Home Placement	02/03/2021	\$135.48	P
40210448	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210449	OHP Care Provider	Out of Home Placement	02/03/2021	\$168.39	P
40210450	OHP Care Provider	Out of Home Placement	02/03/2021	\$30.97	P
40210451	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210452	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210453	OHP Care Provider	Out of Home Placement	02/03/2021	\$207.74	P
40210454	OHP Care Provider	Out of Home Placement	02/03/2021	\$36.13	P
40210455	OHP Care Provider	Out of Home Placement	02/03/2021	\$45.16	P
40210456	OHP Care Provider	Out of Home Placement	02/03/2021	\$207.74	P
40210457	OHP Care Provider	Out of Home Placement	02/03/2021	\$45.16	P
40210458	OHP Care Provider	Out of Home Placement	02/03/2021	\$93.94	P
40210459	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210460	OHP Care Provider	Out of Home Placement	02/03/2021	\$509.84	P
40210461	OHP Care Provider	Out of Home Placement	02/03/2021	\$276.90	P
40210462	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210463	OHP Care Provider	Out of Home Placement	02/03/2021	\$67.74	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210464	OHP Care Provider	Out of Home Placement	02/03/2021	\$16.26	P
40210465	OHP Care Provider	Out of Home Placement	02/03/2021	\$284.52	P
40210466	OHP Care Provider	Out of Home Placement	02/03/2021	\$877.00	P
40210467	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210468	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210469	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210470	OHP Care Provider	Out of Home Placement	02/03/2021	\$16.00	P
40210471	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210472	OHP Care Provider	Out of Home Placement	02/03/2021	\$56.00	P
40210473	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210474	OHP Care Provider	Out of Home Placement	02/03/2021	\$32.00	P
40210475	OHP Care Provider	Out of Home Placement	02/03/2021	\$545.00	P
40210476	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210477	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210478	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210479	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210480	OHP Care Provider	Out of Home Placement	02/03/2021	\$194.74	P
40210481	OHP Care Provider	Out of Home Placement	02/03/2021	\$32.00	P
40210482	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210483	OHP Care Provider	Out of Home Placement	02/03/2021	\$294.74	P
40210484	OHP Care Provider	Out of Home Placement	02/03/2021	\$224.00	P
40210485	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210486	OHP Care Provider	Out of Home Placement	02/03/2021	\$64.00	P
40210487	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210488	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210489	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210490	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210491	OHP Care Provider	Out of Home Placement	02/03/2021	\$16.00	P
40210492	OHP Care Provider	Out of Home Placement	02/03/2021	\$150.00	P
40210493	OHP Care Provider	Out of Home Placement	02/03/2021	\$272.00	P
40210494	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210495	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210496	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210497	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210498	OHP Care Provider	Out of Home Placement	02/03/2021	\$250.00	P
40210499	OHP Care Provider	Out of Home Placement	02/03/2021	\$64.00	P
40210500	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210501	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210502	OHP Care Provider	Out of Home Placement	02/03/2021	\$104.00	P
40210503	OHP Care Provider	Out of Home Placement	02/03/2021	\$13,710.99	P
40210504	OHP Care Provider	Out of Home Placement	02/03/2021	\$545.00	P
40210505	OHP Care Provider	Out of Home Placement	02/03/2021	\$64.00	P
40210506	OHP Care Provider	Out of Home Placement	02/03/2021	\$14,651.53	P
40210507	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210508	OHP Care Provider	Out of Home Placement	02/03/2021	\$160.00	P
40210509	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210510	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210511	OHP Care Provider	Out of Home Placement	02/03/2021	\$176.00	P
40210512	OHP Care Provider	Out of Home Placement	02/03/2021	\$435.48	P
40210513	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210514	OHP Care Provider	Out of Home Placement	02/03/2021	\$244.00	P
40210515	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210516	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210517	OHP Care Provider	Out of Home Placement	02/03/2021	\$148.00	P
40210518	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210519	OHP Care Provider	Out of Home Placement	02/03/2021	\$10,695.00	P
40210520	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210521	OHP Care Provider	Out of Home Placement	02/03/2021	\$48.00	P
40210522	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210523	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210524	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210525	OHP Care Provider	Out of Home Placement	02/03/2021	\$24.00	P
40210526	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210527	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210528	OHP Care Provider	Out of Home Placement	02/03/2021	\$10,695.00	P
40210529	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210530	OHP Care Provider	Out of Home Placement	02/03/2021	\$48.00	P
40210531	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210532	OHP Care Provider	Out of Home Placement	02/03/2021	\$96.00	P
40210533	OHP Care Provider	Out of Home Placement	02/03/2021	\$60.00	P
40210534	OHP Care Provider	Out of Home Placement	02/03/2021	\$677.00	P
40210535	OHP Care Provider	Out of Home Placement	02/03/2021	\$701.00	P
40210536	OHP Care Provider	Out of Home Placement	02/03/2021	\$909.00	P
40210537	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210538	OHP Care Provider	Out of Home Placement	02/03/2021	\$286.26	P
40210539	OHP Care Provider	Out of Home Placement	02/03/2021	\$88.00	P
40210540	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210541	OHP Care Provider	Out of Home Placement	02/03/2021	\$312.00	P
40210542	OHP Care Provider	Out of Home Placement	02/03/2021	\$816.00	P
40210543	OHP Care Provider	Out of Home Placement	02/03/2021	\$522.00	P
40210544	OHP Care Provider	Out of Home Placement	02/03/2021	\$713.00	P
40210545	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210546	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210547	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210548	OHP Care Provider	Out of Home Placement	02/03/2021	\$72.00	P
40210549	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210550	OHP Care Provider	Out of Home Placement	02/03/2021	\$180.50	P
40210551	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210552	OHP Care Provider	Out of Home Placement	02/03/2021	\$88.00	P
40210553	OHP Care Provider	Out of Home Placement	02/03/2021	\$180.50	P
40210554	OHP Care Provider	Out of Home Placement	02/03/2021	\$192.00	P
40210555	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210556	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210557	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210558	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210559	OHP Care Provider	Out of Home Placement	02/03/2021	\$256.00	P
40210560	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210561	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210562	OHP Care Provider	Out of Home Placement	02/03/2021	\$104.00	P
40210563	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210564	OHP Care Provider	Out of Home Placement	02/03/2021	\$16.00	P
40210565	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210566	OHP Care Provider	Out of Home Placement	02/03/2021	\$436.00	P
40210567	OHP Care Provider	Out of Home Placement	02/03/2021	\$350.19	P
40210568	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210569	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210570	OHP Care Provider	Out of Home Placement	02/03/2021	\$755.87	P
40210571	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210572	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210573	OHP Care Provider	Out of Home Placement	02/03/2021	\$192.26	P
40210574	OHP Care Provider	Out of Home Placement	02/03/2021	\$2,000.00	P
40210575	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210576	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210577	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210578	OHP Care Provider	Out of Home Placement	02/03/2021	\$80.00	P
40210579	OHP Care Provider	Out of Home Placement	02/03/2021	\$791.00	P
40210580	OHP Care Provider	Out of Home Placement	02/03/2021	\$176.00	P
40210581	OHP Care Provider	Out of Home Placement	02/03/2021	\$545.00	P
40210582	OHP Care Provider	Out of Home Placement	02/03/2021	\$152.00	P
40210583	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210584	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210585	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210586	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210587	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210588	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210589	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210590	OHP Care Provider	Out of Home Placement	02/03/2021	\$298.87	P
40210591	OHP Care Provider	Out of Home Placement	02/03/2021	\$179.87	P
40210592	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210593	OHP Care Provider	Out of Home Placement	02/03/2021	\$16.00	P
40210594	OHP Care Provider	Out of Home Placement	02/03/2021	\$65.03	P
40210595	OHP Care Provider	Out of Home Placement	02/03/2021	\$353.61	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210596	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210597	OHP Care Provider	Out of Home Placement	02/03/2021	\$7,402.18	P
40210598	OHP Care Provider	Out of Home Placement	02/03/2021	\$13,710.99	P
40210599	OHP Care Provider	Out of Home Placement	02/03/2021	\$316.45	P
40210600	OHP Care Provider	Out of Home Placement	02/03/2021	\$29.42	P
40210601	OHP Care Provider	Out of Home Placement	02/03/2021	\$604.00	P
40210602	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210603	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210604	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210605	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210606	OHP Care Provider	Out of Home Placement	02/03/2021	\$24.00	P
40210607	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210608	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210609	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210610	OHP Care Provider	Out of Home Placement	02/03/2021	\$40.00	P
40210611	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210612	OHP Care Provider	Out of Home Placement	02/03/2021	\$545.00	P
40210613	OHP Care Provider	Out of Home Placement	02/03/2021	\$232.00	P
40210614	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210615	OHP Care Provider	Out of Home Placement	02/03/2021	\$16.00	P
40210616	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210617	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210618	OHP Care Provider	Out of Home Placement	02/03/2021	\$64.00	P
40210619	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210620	OHP Care Provider	Out of Home Placement	02/03/2021	\$1,061.00	P
40210621	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210622	OHP Care Provider	Out of Home Placement	02/03/2021	\$216.00	P
40210623	OHP Care Provider	Out of Home Placement	02/03/2021	\$169.29	P
40210624	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210625	OHP Care Provider	Out of Home Placement	02/03/2021	\$129.03	P
40210626	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210627	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210628	OHP Care Provider	Out of Home Placement	02/03/2021	\$121.81	P
40210629	OHP Care Provider	Out of Home Placement	02/03/2021	\$46.45	P
40210630	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210631	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210632	OHP Care Provider	Out of Home Placement	02/03/2021	\$80.77	P
40210633	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210634	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210635	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210636	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210637	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210638	OHP Care Provider	Out of Home Placement	02/03/2021	\$128.00	P
40210639	OHP Care Provider	Out of Home Placement	02/03/2021	\$404.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210640	OHP Care Provider	Out of Home Placement	02/03/2021	\$136.00	P
40210641	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210642	OHP Care Provider	Out of Home Placement	02/03/2021	\$131.86	P
40210643	OHP Care Provider	Out of Home Placement	02/03/2021	\$458.00	P
40210644	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210645	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210646	OHP Care Provider	Out of Home Placement	02/03/2021	\$376.00	P
40210647	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210648	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210649	OHP Care Provider	Out of Home Placement	02/03/2021	\$464.00	P
40210650	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210651	OHP Care Provider	Out of Home Placement	02/03/2021	\$142.32	P
40210652	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210653	OHP Care Provider	Out of Home Placement	02/03/2021	\$168.65	P
40210654	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210655	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210656	OHP Care Provider	Out of Home Placement	02/03/2021	\$190.58	P
40210657	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210658	OHP Care Provider	Out of Home Placement	02/03/2021	\$100.00	P
40210659	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210660	OHP Care Provider	Out of Home Placement	02/03/2021	\$349.68	P
40210661	OHP Care Provider	Out of Home Placement	02/03/2021	\$167.74	P
40210662	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210663	OHP Care Provider	Out of Home Placement	02/03/2021	\$204.90	P
40210664	OHP Care Provider	Out of Home Placement	02/03/2021	\$328.00	P
40210665	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210666	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210667	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210668	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210669	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210670	OHP Care Provider	Out of Home Placement	02/03/2021	\$128.00	P
40210671	OHP Care Provider	Out of Home Placement	02/03/2021	\$545.00	P
40210672	OHP Care Provider	Out of Home Placement	02/03/2021	\$208.00	P
40210673	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210674	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210675	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210676	OHP Care Provider	Out of Home Placement	02/03/2021	\$328.00	P
40210677	OHP Care Provider	Out of Home Placement	02/03/2021	\$458.00	P
40210678	OHP Care Provider	Out of Home Placement	02/03/2021	\$502.00	P
40210679	OHP Care Provider	Out of Home Placement	02/03/2021	\$442.00	P
40210680	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210681	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210682	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210683	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210684	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210685	OHP Care Provider	Out of Home Placement	02/03/2021	\$619.00	P
40210686	OHP Care Provider	Out of Home Placement	02/03/2021	\$448.00	P
40210687	OHP Care Provider	Out of Home Placement	02/03/2021	\$545.00	P
40210688	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210689	OHP Care Provider	Out of Home Placement	02/03/2021	\$460.00	P
40210690	OHP Care Provider	Out of Home Placement	02/03/2021	\$376.00	P
40210691	OHP Care Provider	Out of Home Placement	02/03/2021	\$676.00	P
40210692	OHP Care Provider	Out of Home Placement	02/03/2021	\$400.00	P
40210693	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210694	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210695	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210696	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210697	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210698	OHP Care Provider	Out of Home Placement	02/03/2021	\$384.00	P
40210699	OHP Care Provider	Out of Home Placement	02/03/2021	\$384.00	P
40210700	OHP Care Provider	Out of Home Placement	02/03/2021	\$478.00	P
40210701	OHP Care Provider	Out of Home Placement	02/03/2021	\$420.00	P
40210702	OHP Care Provider	Out of Home Placement	02/03/2021	\$820.00	P
40210703	OHP Care Provider	Out of Home Placement	02/03/2021	\$520.00	P
40210704	OHP Care Provider	Out of Home Placement	02/03/2021	\$594.00	P
40210705	OHP Care Provider	Out of Home Placement	02/03/2021	\$520.00	P
40210706	OHP Care Provider	Out of Home Placement	02/03/2021	\$568.00	P
40210707	OHP Care Provider	Out of Home Placement	02/03/2021	\$568.00	P
40210708	OHP Care Provider	Out of Home Placement	02/03/2021	\$544.00	P
40210709	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210710	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210711	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210712	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210713	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210714	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210715	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210716	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210717	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210718	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210719	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210720	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210721	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210722	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210723	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210724	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210725	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210726	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210727	OHP Care Provider	Out of Home Placement	02/03/2021	\$226.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210728	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210729	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210730	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210731	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210732	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210733	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210734	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210735	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210736	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210737	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210738	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210739	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210740	OHP Care Provider	Out of Home Placement	02/03/2021	\$254.00	P
40210741	OHP Care Provider	Out of Home Placement	02/08/2021	\$81.29	P
40210742	OHP Care Provider	Out of Home Placement	02/08/2021	\$81.29	P
40210743	BAILEY ROGER	VOLUNTEER DRIVER REIMBURSEMENT	01/31/2021	\$101.92	P
40210744	BROWNELL MARY	VOLUNTEER DRIVE REIMBURSEMENT	01/31/2021	\$607.04	P
40210745	COURTESY CAB	FSET APPROVED TAXI TRANSPORT	01/31/2021	\$66.00	P
40210746	CW SOLUTIONS LLC	FAMILY PRESERVATION	01/31/2021	\$3,494.50	P
40210747	DEREZINSKI ROBERT	VOLUNTEER DRIVER REIMBURSEMENT	01/31/2021	\$787.36	P
40210748	GLEN JEANETTE	VOLUNTEER DRIVER REIMBURSEMENT	01/31/2021	\$270.04	P
40210749	LUTHERAN SOCIAL SERVICES	COKC FOSTER HOME LICENSE	01/31/2021	\$2,152.50	P
40210750	KUENNEN JOAN	VOLUNTEER DRIVER REIMBURSEMENT	01/31/2021	\$335.11	P
40210751	MARATHON COUNTY TREASURER	SECURE DETENTION	01/31/2021	\$1,200.00	P
40210752	MOTEL 6	FSET APPROVED HOUSING ASSIST	01/31/2021	\$950.10	P
40210753	NEWLUN REALTY LLC	FSET APPROVED HOUSING ASSIST	01/31/2021	\$607.00	P
40210754	SATELLITE TRACKING OF PEOPLE LLC	ELECTRONIC MONITORING SERVICES	01/31/2021	\$126.00	P
40210755	COMMUNITY CARE PROGRAMS INC	PLAN PLACE SUPERVISION	01/31/2021	\$1,134.00	P
40210756	TESSEN ROGER	VOLUNTEER DRIVER REIMBURSEMENT	01/31/2021	\$394.24	P
40210757	YOUTH UNLIMITED INC	INTENSIVE IN HOME SERVICES	01/31/2021	\$2,254.16	P
40210758	CINTAS CORPORATION	CONTRACTED SERVICES	01/31/2021	\$113.58	P
40210759	CRABMAN'S DRIVER EDUCATION LLC	FSET APPROVED DRIVERS ED	02/11/2021	\$323.00	P
40210760		IL APPROVED HOUSING ASSIST	02/11/2021	\$675.00	P
40210761	MENOMINEE DEPT OF TRANSIT SERVICES	FSET APPROVED TRANSIT	02/11/2021	\$100.00	P
40210762	NICOLET STAFFING	TEMP SERVICES	02/11/2021	\$657.00	P
40210763	LEFFELS HERITAGE RIDGE LLC	FSET APPROVED HOUSING ASSIST	02/11/2021	\$1,494.00	P
40210764	RYO'S DRIVING SCHOOL LLC	FSET APPROVED DRIVERS ED	02/11/2021	\$110.00	P
40210765	SOLARUS	BRIDGEWAY PHONE EXPENSE	02/11/2021	\$5.59	P
40210766	STAPLES ADVANTAGE	OFFICE SUPPLIES	02/11/2021	\$33.97	P
40210767	STAPLES ADVANTAGE	OFFICE SUPPLIES	02/11/2021	\$32.86	P
40210768	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$279.92	P
40210769	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/31/2021	\$11.97	P
40210770	STAPLES ADVANTAGE	OFFICE SUPPLIES	02/11/2021	\$58.41	P
40210771	UW - MADISON	WCWPDS TRAINING	01/31/2021	\$450.00	P

Committee Report - County of Wood

HUMAN SERVICES - FEBRUARY 2021

40210310 - 40210778 40206219 - 40206276

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
40210772	HAMM PATRICK A	IL APPROVED HOUSING ASSIST	03/01/2021	\$1,012.50	P
40210773	ADAMS COUNTY REGISTER OF DEEDS	FSET APPROVED BIRTH CERT FEE	02/11/2021	\$20.00	P
40210774	[REDACTED]	IL APPROVED REIMBURSEMENT	02/11/2021	\$83.50	P
40210775	WOOD COUNTY REGISTER OF DEEDS	DEATH CERTIFICATE REQUEST	02/11/2021	\$20.00	P
40210776	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATE REQUEST	02/11/2021	\$20.00	P
40210777	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATE REQUEST	02/11/2021	\$23.00	P
40210778	WOOD COUNTY REGISTER OF DEEDS	BIRTH CERTIFICATE REQUEST	02/11/2021	\$23.00	P
<b>Grand Total:</b>				<b>\$580,697.98</b>	

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: FEBRUARY 2021

For the range of vouchers: 20201660 - 20201673 20210004 - 20210124

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
20201660	AMAZON CAPITAL SERVICES	NURSING & COVID SUPPLIES	12/16/2020	\$77.94	P
20201661	CITY OF MARSHFIELD	LAB ANALYSIS-DECEMBER	12/31/2020	\$47.00	P
20201662	WISCONSIN MEDIA	HOSPITAL RATE INCREASE AD	12/01/2020	\$73.00	P
20201663	MARSHFIELD LABORATORIES	LAB TESTS ORDERED-DECEMBER	12/31/2020	\$198.00	P
20201664	MOBILEXUSA	HOSPITAL PATIENT X-RAYS	12/31/2020	\$350.00	P
20201665	MOBILEXUSA	HOSPITAL PATIENT X-RAYS	07/31/2020	\$70.00	P
20201666	WE ENERGIES	NATURAL GAS SERVICE-DEC 2020	01/12/2021	\$7,923.66	P
20201667	RP SERVICES OF WI INC	REFUND TO RP SERVICES-OVER PMT	01/04/2021	\$682.00	P
20201668	BEAVER CREEK NURSERY & LANDSCAPING LLC	SNOW REMOVAL-LOT SALTING-DEC	01/16/2021	\$1,285.00	P
20201669	COMPLETE CONTROL	DIGITAL CONTROLS FOR AC-8 FAN	01/14/2021	\$15,067.00	P
20201670	US BANK	CHARGE CARD PURCHASES-DEC2020	01/19/2021	\$9,329.09	P
20201671	MARSHFIELD CLINIC	PROFESSIONAL SERVICES-DEC	01/01/2021	\$14,256.02	P
20201672	R & R REMNANTS FLOORING	C/I-CR RENO-FLOORING	01/26/2021	\$9,626.00	P
20201673	BOE BAILEY	WORKING REMOTE INTERNET REIMB	12/01/2020	\$35.00	P
20210004	ACCUSHIELD LLC	VISITOR MGMT SYSTEM-MNTLY FEE	01/01/2021	\$199.00	P
20210005	AMAZON CAPITAL SERVICES	MAINTENANCE SUPPLIES	01/04/2021	\$89.00	P
20210006	AMAZON CAPITAL SERVICES	IPAD ACCESSORIES	01/11/2021	\$95.18	P
20210007	AMAZON CAPITAL SERVICES	PW RENO PHASE 3 SUPPLIES	01/14/2021	\$1,139.62	P
20210008	AMAZON CAPITAL SERVICES	PW RENO PHASE 3 SUPPLIES	01/15/2021	\$121.66	P
20210009	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/01/2021	\$373.10	P
20210010	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/05/2021	\$492.15	P
20210011	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/08/2021	\$208.50	P
20210012	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/12/2021	\$354.20	P
20210013	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/15/2021	\$253.75	P
20210014	ECUMEN TECHNOLOGY SOLUTIONS LLC	ABXTRACKER MONTHLY FEE	01/05/2021	\$168.00	P
20210015	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/04/2021	\$35.00	P
20210016	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/06/2021	\$183.04	P
20210017	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/06/2021	\$35.00	P
20210018	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/11/2021	\$119.04	P
20210019	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/11/2021	\$35.00	P
20210020	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/18/2021	\$167.04	P
20210021	HEALTHCARE SERVICES GROUP INC	CONTRACT HSKP/LAUNDRY-JAN	01/01/2021	\$18,873.37	P
20210022	MENARDS-MARSHFIELD	MAINTENANCE SUPPLIES	01/08/2021	\$154.98	P
20210023	MENARDS-MARSHFIELD	MAINTENANCE & COVID SUPPLIES	01/07/2021	\$66.11	P

Committee Report - County of Wood

NORWOOD HEALTH CENTER - FEBRUARY 2021

20210004 - 20210124 20201660 - 20201673

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
20210024	MENARDS-MARSHFIELD	MAINTENANCE SUPPLIES	01/11/2021	\$78.00	P
20210025	MENARDS-MARSHFIELD	MAINTENANCE SUPPLIES	01/12/2021	\$44.04	P
20210026	MENARDS-MARSHFIELD	MAINTENANCE SUPPLIES	01/13/2021	\$43.57	P
20210027	PITNEY BOWES	QRTLY POSTAGE MACHINE LEASE	12/30/2020	\$173.04	P
20210028	RESERVE ACCOUNT	REPLENISH POSTAGE MACHINE	01/19/2021	\$1,000.00	P
20210029	STAFFENCY LLC	CONTRACT STAFF-WE 1-9-2021	01/09/2021	\$10,384.25	P
20210030	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/05/2021	\$137.47	P
20210031	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/05/2021	\$37.78	P
20210032	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/05/2021	\$16.86	P
20210033	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/06/2021	\$22.30	P
20210034	WI DEPT OF HEALTH & SOC SERV	MONTHLY ASSESSMENT FEE-JAN	01/04/2021	\$5,440.00	P
20210035	KCI USA	NURSING SUPPLIES	01/11/2021	\$460.00	P
20210036	MARSHFIELD AREA CHAMBER FOUNDATION	MACCI ANNUAL MEMBERSHIP	01/04/2021	\$200.00	P
20210037	STAFFENCY LLC	CONTRACT CNA'S & RN'S-WE 1/16	01/16/2021	\$11,439.50	P
20210038	FRONTIER COMMUNICATIONS	PHONE/FAX-JANUARY 2021	01/16/2021	\$197.86	P
20210039	US BANK	CHARGE CARD PURCHASES-JAN21	01/19/2021	\$253.71	P
20210040	CENTRAL STATE SUPPLY COMPANY	MAINTENANCE SUPPLIES	01/04/2021	\$490.00	P
20210041	GRAINGER (Norwood)	C/I-PW RENO PHASE 3	01/12/2021	\$262.36	P
20210042	GRAINGER (Norwood)	MAINTENANCE SUPPLIES	01/13/2021	\$34.20	P
20210043	GRAINGER (Norwood)	COVID 19 MAINTENANCE SUPPLIES	01/15/2021	\$44.00	P
20210044	GRAINGER (Norwood)	MAINTENANCE SUPPLIES	01/27/2021	\$13.28	P
20210045	MARSHFIELD UTILITIES	ELECT/WATER/SEWER-JAN 2021	01/29/2021	\$9,294.10	P
20210046	MATRIXCARE SDS-12-2905	IMPLEMENTATION/TRAINING FEE	01/23/2021	\$1,125.00	P
20210047	STAFFENCY LLC	CONTRACT RN'S & CNA'S WE 1/23	01/23/2021	\$13,123.00	P
20210048	TOTAL ELECTRIC SERVICE INC	TOUCHLESS LIGHT SWITCHES-COVID	01/22/2021	\$16,269.16	P
20210049	SOLARUS	PHONE SERVICE-FEB.2021	02/01/2021	\$52.41	P
20210050	AMAZON CAPITAL SERVICES	NURSING SUPPLIES	01/23/2021	\$38.52	P
20210051	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/19/2021	\$560.95	P
20210052	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/22/2021	\$153.30	P
20210053	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/26/2021	\$504.20	P
20210054	BUSHMAN DAIRY DISTRIBUTORS INC	DIETARY & CONGREGATE FOOD	01/29/2021	\$405.40	P
20210055	ADVANCE AUTO PARTS	MAINTENANCE SUPPLIES	01/25/2021	\$18.98	P
20210056	CENTRAL RESTAURANT PRODUCTS	DIETARY SUPPLIES	01/11/2021	\$57.38	P
20210057	CENTRAL RESTAURANT PRODUCTS	DIETARY SUPPLIES	01/20/2021	\$120.06	P
20210058	DAY MARK FOOD SAFETY SYSTEMS	DIETARY SUPPLIES	01/22/2021	\$294.08	P
20210059	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/18/2021	\$67.00	P
20210060	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/18/2021	\$66.36	P
20210061	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/20/2021	\$206.72	P
20210062	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/25/2021	\$112.00	P
20210063	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/25/2021	\$67.00	P
20210064	GRAYKOWSKI'S DISTRIBUTING	CONGREGATE FOOD	01/27/2021	\$199.04	P
20210065	MARSHFIELD LABORATORIES	EE COVID TESTING-JANUARY 2020	01/31/2021	\$46,250.00	P
20210066	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/04/2021	\$398.16	P
20210067	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/07/2021	\$1,732.45	P

## Committee Report - County of Wood

NORWOOD HEALTH CENTER - FEBRUARY  
2021

20210004 - 20210124 20201660 - 20201673

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
20210068	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/14/2021	\$2,494.14	P
20210069	MARTIN BROS DISTRIBUTING CO INC	DIETARY SUPPLIES	01/16/2021	\$30.00	P
20210070	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/18/2021	\$362.46	P
20210071	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD	01/19/2021	(\$43.73)	P
20210072	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD	01/19/2021	(\$22.17)	P
20210073	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/21/2021	\$3,351.59	P
20210074	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/25/2021	\$167.04	P
20210075	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD	01/26/2021	(\$37.24)	P
20210076	MARTIN BROS DISTRIBUTING CO INC	DIETARY FOOD & SUPPLIES	01/28/2021	\$3,222.27	P
20210077	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/04/2021	\$2,590.73	P
20210078	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/07/2021	\$1,311.54	P
20210079	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD & SUPPLIES	01/11/2021	\$5,464.03	P
20210080	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/14/2021	\$1,664.60	P
20210081	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/18/2021	\$2,830.38	P
20210082	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/21/2021	\$4,400.03	P
20210083	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/25/2021	\$2,552.74	P
20210084	MARTIN BROS DISTRIBUTING CO INC	CONGREGATE FOOD	01/28/2021	\$2,738.04	P
20210085	NORWOOD PETTY CASH ACCOUNT	REIMBURSE NORWOOD PETTY CASH	01/31/2021	\$30.42	P
20210086	MENARDS-MARSHFIELD	MAINTENANCE SUPPLIES	01/21/2021	\$69.74	P
20210087	MENARDS-MARSHFIELD	MAINTENANCE & DIETARY SUPPLIES	01/26/2021	\$90.32	P
20210088	MENARDS-MARSHFIELD	C/I-PATHWAYS RENO PHASE 3	01/27/2021	\$93.94	P
20210089	PITNEY BOWES	POSTAGE METER SUPPLIS	01/20/2021	\$193.76	P
20210090	REIMERS KAREN MD	DR CHARGES-JANUARY 2021	02/07/2021	\$31,700.00	P
20210091	SHRED-IT USA	CONFIDENTIAL SHREDDING	01/22/2021	\$58.50	P
20210092	STAPLES ADVANTAGE	MEDICAL RECORDS SUPPLIES	01/13/2021	\$30.42	P
20210093	STAPLES ADVANTAGE	MED RECORDS OFFICE SUPPLIES	01/14/2021	\$25.62	P
20210094	STAPLES ADVANTAGE	COVID & OFFICE SUPPLIES	01/15/2021	\$79.39	P
20210095	STAPLES ADVANTAGE	MED RECORD OFFICE SUPPLIES	01/15/2021	\$28.74	P
20210096	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/23/2021	\$378.09	P
20210097	STAPLES ADVANTAGE	OFFICE SUPPLIES	01/27/2021	\$23.66	P
20210098	WI DEPT OF JUSTICE	EE BACKGROUND CHECKS-JAN 2021	01/31/2021	\$47.00	P
20210099	ACCUSHIELD-LLC	VISITOR MGMT SYSTEM-COVID FEE	02/11/2021	\$199.00	P
20210100	ECUMEN TECHNOLOGY SOLUTIONS LLC	ABXTRACKER SOFTWARE	02/05/2021	\$168.00	P
20210101	HEALTHCARE SERVICES GROUP INC	CONTRACT HSKPG/LAUNDRY-FEB21	02/01/2021	\$18,873.37	P
20210102	FESTIVAL FOODS	DIETARY FOOD	01/08/2021	\$19.96	P
20210103	FESTIVAL FOODS	DIETARY FOOD	01/12/2021	\$20.34	P
20210104	FESTIVAL FOODS	DIETARY FOOD	01/13/2021	\$25.74	P
20210105	FESTIVAL FOODS	DIETARY FOOD	01/15/2021	\$20.34	P
20210106	FESTIVAL FOODS	DIETARY FOOD	01/18/2021	\$3.99	P
20210107	FESTIVAL FOODS	DIETARY FOOD	01/20/2021	\$9.90	P
20210108	FESTIVAL FOODS	DIETARY SUPPLIES	01/22/2021	\$13.98	P
20210109	FESTIVAL FOODS	DIETARY FOOD	01/26/2021	\$36.85	P
20210110	DIRECT SUPPLY INC	NURSING SUPPLIES-COVID	01/04/2021	\$396.00	P
20210111	DIRECT SUPPLY INC	PURASHELD FILTERS-COVID	01/15/2021	\$3,983.63	P

Committee Report - County of Wood

NORWOOD HEALTH CENTER - FEBRUARY 2021

20210004 - 20210124 20201660 - 20201673

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
20210112	DIRECT SUPPLY INC	NURSING SUPPLIES-COVID	01/18/2021	\$376.00	P
20210113	DIRECT SUPPLY INC	OUTDOOR FURNITURE-COVID	01/20/2021	\$17,221.68	P
20210114	DIRECT SUPPLY INC	NURSING SUPPLIES-COVID	01/20/2021	\$92.93	P
20210115	DIRECT SUPPLY INC	NURSING SUPPLIES-COVID	01/22/2021	\$193.99	P
20210116	DIRECT SUPPLY INC	NURSING SUPPLIES-COVID	01/25/2021	\$376.00	P
20210117	MCKESSON MEDICAL	NURSING SUPPLIES	01/04/2021	(\$60.96)	P
20210118	MCKESSON MEDICAL	NURSING SUPPLIES	01/11/2021	\$838.30	P
20210119	MCKESSON MEDICAL	NURSING SUPPLIES	01/13/2021	\$40.76	P
20210120	MCKESSON MEDICAL	NURSING SUPPLIES	01/20/2021	\$4.32	P
20210121	MCKESSON MEDICAL	NURSING & COVID SUPPLIES	01/21/2021	\$971.13	P
20210122	MCKESSON MEDICAL	NURSING SUPPLIES	01/25/2021	\$12.92	P
20210123	MCKESSON MEDICAL	NURSING SUPPLIES	01/25/2021	\$9.69	P
20210124	WHEELERS OF MARSHFIELD	VEHICLE MAINTENANCE	01/13/2021	\$48.65	P
<b>Grand Total:</b>				<b>\$313,892.50</b>	

Signatures

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

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

Agenda Item 5 (c) Veterans Vouchers.

Negative report for this period. No vouchers generated.

Agenda Item 5 (c) Veterans Vouchers.

County of Wood Veterans Services For the Nine Months Ending Wednesday, September 30, 2020				
	Actual	Budget	Variance	Variance %
<b>Veterans Services:</b>				
101-3101-48502-000-000 Veterans Loan Repayment	(166.50)		166.50	0.00%
101-3101-54710-000-101 Veterans Relief Wages	420.00	1,500.00	1,080.00	72.00%
101-3101-54710-000-120 Veterans Relief FICA	32.16	114.75	82.59	71.97%
101-3101-54710-000-160 Veterans Relief Workers Comp	0.28	3.00	2.72	90.67%
101-3101-54710-000-331 Veterans Relief Mileage	41.40	80.00	38.60	48.25%
101-3101-54710-000-710 Veterans Relief Grants & Loans	1,451.00	6,000.00	4,549.00	75.62%
101-3102-54720-000-101 Veterans Service Officer Wages	108,508.92	145,471.38	36,962.46	25.41%
101-3102-54720-000-107 Veterans Service Officer Sick	3,530.58	7,718.28	4,188.70	54.26%
101-3102-54720-000-108 Veterans Service Officer Vacation	5,872.12	9,619.02	3,746.90	38.95%
101-3102-54720-000-109 Veterans Service Officer Holiday	3,624.51	8,405.47	2,780.96	43.42%
101-3102-54720-000-120 Veterans Service Officer FICA	8,590.56	12,944.96	4,354.40	33.64%
101-3102-54720-000-130 Veterans Service Officer Health Insurance	38,371.80	51,802.00	13,430.20	25.93%
101-3102-54720-000-132 Veterans Service Officer Post Employment Benefits	2,430.80	3,364.30	933.50	28.17%
101-3102-54720-000-133 Veterans Service Officer Vision Insurance	149.53	204.48	54.95	26.87%
101-3102-54720-000-140 Veterans Service Officer Life Insurance	22.04	45.24	23.20	51.28%
101-3102-54720-000-151 Veterans Service Officer Retirement	8,203.70	11,422.02	3,218.32	28.18%
101-3102-54720-000-160 Veterans Service Officer Workers Compensation	243.41	338.43	95.02	28.09%
101-3102-54720-000-214 Veterans Service Officer Prof Services-Printing	41.01		(41.01)	0.00%
101-3102-54720-000-219 Veterans Service Officer Other Prof Services	140.00		(140.00)	0.00%
101-3102-54720-000-221 Veterans Service Officer Cellphone/Telephone	798.97	1,080.00	280.03	25.93%
101-3102-54720-000-311 Veterans Service Officer Office Supplies	324.02	475.00	150.98	31.79%
101-3102-54720-000-313 Veterans Service Officer Postage	410.12	700.00	289.88	41.41%
101-3102-54720-000-325 Veterans Service Officer Dues & Subscriptions	200.00		(200.00)	0.00%
101-3102-54720-000-331 Veterans Service Officer Mileage	45.14	1,150.00	1,104.86	96.07%
101-3102-54720-000-332 Veterans Service Officer Meals	24.00		(24.00)	0.00%
101-3102-54720-000-511 Veterans Service Officer Insurance-Liability	1,249.47	1,666.00	416.53	25.00%
101-3102-54720-000-531 Veterans Service Officer Interdepartment Rent	8,010.00	10,680.00	2,670.00	25.00%
101-3102-54720-001-101 Veterans Service Officer-Mild Wages	33,294.67	43,680.51	10,385.84	23.78%
101-3102-54720-001-107 Veterans Service Officer-Mild Sick	203.12	2,232.42	2,029.30	90.90%
101-3102-54720-001-108 Veterans Service Officer-Mild Vacation	726.31	1,847.95	1,121.64	60.70%
101-3102-54720-001-109 Veterans Service Officer-Mild Holiday	1,062.14	1,848.42	786.28	42.54%
101-3102-54720-001-110 Veterans Service Officer-Mild Funeral/Jury/Other P	572.42		(572.42)	0.00%
101-3102-54720-001-120 Veterans Service Officer-Mild FICA	2,522.86	3,795.11	1,272.15	33.52%
101-3102-54720-001-130 Veterans Service Officer-Mild Health Insurance	12,680.00	17,091.00	4,411.00	25.93%
101-3102-54720-001-132 Veterans Service Officer-Mild OPEB	705.70	992.19	286.49	28.87%
101-3102-54720-001-133 Veterans Service Officer-Mild Vision Insurance	64.03	87.60	23.57	26.91%
101-3102-54720-001-140 Veterans Service Officer-Mild Life Insurance	11.02		(11.02)	0.00%
101-3102-54720-001-151 Veterans Service Officer-Mild Retirement	2,420.40	3,348.63	928.23	27.72%
101-3102-54720-001-160 Veterans Service Officer-Mild Workers Compensation	71.78	99.22	27.44	27.66%
101-3102-54720-001-532 Veterans Service Officer-Mild Building Rent	1,889.57	2,253.00	563.43	25.01%
101-3104-54740-000-341 Care of Veterans Graves Operating Exp-VET-Care of	1,388.00	2,865.00	1,477.00	51.55%
101-3105-43567-000-000 WDVA Grants Veterans	(13,000.00)	(13,000.00)		0.00%
101-3105-54750-000-172 Conference/Training WDVA Grants Veterans	323.98	4,305.00	3,981.02	92.47%
101-3105-54750-000-219 Professional Services-WDVA Grants Veterans	894.84	2,500.00	1,605.16	64.21%
101-3105-54750-000-230 PC Replacement-WDVA Grants Veterans	704.97	940.00	235.03	25.00%
101-3105-54750-000-325 General Fund-VETERANS-Dues	100.00		(100.00)	0.00%
101-3105-54750-000-331 Mileage WDVA Grants Veterans	411.12	2,500.00	2,088.88	83.58%
101-3105-54750-000-332 Meals WDVA Grants Veterans	24.00	1,335.00	1,311.00	98.20%
101-3105-54750-000-333 Lodging/Hotel WVDA Grants Veterans				0.00%
101-3105-54750-002-312 WVDA Grants to Counties-Copy Expense	117.05	720.00	602.95	83.74%
101-3105-54750-003-324 WVDA Grants to Counties-Ads Outreach		500.00	500.00	100.00%
101-3102-54720-001-221 Veterans Service Officer-Mild Cellphone/Telephone		360.00	360.00	100.00%
101-3102-54720-001-311 Veterans Service Officer-Mild Office Supplies		85.00	85.00	100.00%
101-3102-54720-001-313 Veterans Service Officer-Mild Postage		310.00	310.00	100.00%
101-3102-54720-001-331 Veterans Service Officer-Mild Mileage		350.00	350.00	100.00%
101-3103-54730-000-324 Vets Donations for Office Advertising/Outreach		300.00	300.00	100.00%
101-3105-54750-000-214 Veterans-WDVA Grants -Prof Services		200.00	200.00	100.00%
<b>Total Veterans Services</b>	<b>239,517.82</b>	<b>354,351.38</b>	<b>114,833.46</b>	<b>32.41%</b>

**County of Wood**  
**BALANCE SHEET SUMMARY**  
 Human Services Department-Community  
 Thursday, December 31, 2020

	<u>2020</u>	<u>2019</u>
<b>ASSETS</b>		
Cash and investments	140,777.12	431,926.86
Receivables:		
Miscellaneous	514,754.48	744,435.57
Due from other governments	1,624,052.85	1,482,406.66
Due from other funds	5,037,656.81	1,648,051.28
Prepaid expenses/expenditures	31,217.43	18,727.92
<b>TOTAL ASSETS</b>	<b><u>7,348,458.69</u></b>	<b><u>4,325,548.29</u></b>
 <b>LIABILITIES AND FUND EQUITY</b>		
<b>Liabilities:</b>		
Accrued compensation	167,917.47	471,310.52
Special deposits	11,843.75	11,850.50
Due to other governments	3,224,604.94	2,725,453.11
Deferred revenue	1,278,146.81	1,278,415.33
Deferred property tax	0.04	0.00
<b>Total Liabilities</b>	<b><u>4,682,513.01</u></b>	<b><u>4,487,029.46</u></b>
<b>Fund Equity:</b>		
Retained earnings:		
Fund Balance:		
Reserved for contingencies	231,680.31	231,680.31
Reserved for prepaid expenditures	21,128.43	21,128.43
Undesignated	(414,289.91)	(283,045.73)
Income summary	2,827,426.85	(131,244.18)
Total Fund Equity	<u>2,665,945.68</u>	<u>(161,481.17)</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b><u>7,348,458.69</u></b>	<b><u>4,325,548.29</u></b>

County of Wood  
Detailed Income Statement  
For the Twelve Months Ending Thursday, December 31, 2020  
Human Services Department-Combined

	Actual	2020 Budget	Variance	Variance %
<b>REVENUES</b>				
<b>Taxes</b>				
General Property Taxes	\$11,570,346.96	\$11,570,347.00	(\$0.04)	(0.00%)
Total Taxes	11,570,346.96	11,570,347.00	(0.04)	(0.00%)
<b>Intergovernmental Revenues</b>				
Relief Funding	3,862,629.44		3,862,629.44	0.00%
State Aid & Grants	14,538,970.48	13,588,341.00	950,629.48	7.00%
Total Intergovernmental	18,401,599.92	13,588,341.00	4,813,258.92	35.42%
<b>Public Charges for Services</b>				
Public Chgs-Other -Local Grant	27,500.00	27,500.00		0.00%
Public Charges-Unified & Norwood	16,806,126.71	20,067,696.00	(3,261,569.29)	(16.25%)
Third Party Awards & Settlements	449,066.00	410,828.00	38,238.00	9.31%
Contractual Adjustment-Unified & Norwood	(3,816,548.14)	(4,428,250.00)	611,701.86	(13.81%)
Provision for Bad Debts-Edgewater	(22,999.98)	(92,000.00)	69,000.02	(75.00%)
Total Public Charges for Services	13,443,144.59	15,985,774.00	(2,542,629.41)	(15.91%)
<b>Intergovernmental Charges for Services</b>				
Intergovernmental Charges -Congregate Meals	570,252.80	557,500.00	12,752.80	2.29%
Intergovernmental Transfer Program Rev	846,942.00	627,900.00	219,042.00	34.88%
Total Charges to Other Governments	1,417,194.80	1,185,400.00	231,794.80	19.55%
<b>Interdepartmental Charges for Services</b>				
Dept Revenue-Unified & Norwood	68,000.00	73,000.00	(5,000.00)	(6.85%)
Total Interdepartmental Charges	68,000.00	73,000.00	(5,000.00)	(6.85%)
Total Intergovernmental Charges for Services	1,485,194.80	1,258,400.00	226,794.80	18.02%
<b>Miscellaneous</b>				
Interest	58.00		58.00	0.00%
Gain/Loss-Sale of Property	36.00		36.00	0.00%
Donations	44,765.89		44,765.89	0.00%
Recovery of PYBD & Contractual Adj	32,841.40	35,000.00	(2,158.60)	(6.17%)
Meal/Vending/Misc Income	27,946.10	40,630.00	(12,683.90)	(31.22%)
Other Miscellaneous	25,756.71	28,059.70	(2,302.99)	(8.21%)
Total Miscellaneous	131,404.10	103,689.70	27,714.40	26.73%
<b>Other Financing Sources</b>				
Proceeds from Long-Term Debt		57,600.00	(57,600.00)	(100.00%)
Transfer from Capital Projects	295,802.35		295,802.35	0.00%
Total Other Financing Sources	295,802.35	57,600.00	238,202.35	413.55%
<b>TOTAL REVENUES</b>	<b>45,327,492.72</b>	<b>42,564,151.70</b>	<b>2,763,341.02</b>	<b>6.49%</b>
<b>EXPENDITURES</b>				
<b>Health and Human Services</b>				
Edgewater-Nursing	3,729,789.55	4,419,757.32	689,967.77	15.61%
Edgewater-Housekeeping	142,290.48	170,353.00	28,062.52	16.47%
Edgewater-Dietary	678,387.97	729,116.85	50,728.88	6.96%
Edgewater-Laundry	82,449.95	89,222.00	6,772.05	7.59%
Edgewater-Maintenance	360,981.31	392,493.45	31,512.14	8.03%
Edgewater-Activities	172,230.32	182,474.54	10,244.22	5.61%
Edgewater-Social Services	163,399.90	176,537.90	13,138.00	7.44%
Edgewater-Administration	1,083,339.02	747,104.60	(336,234.42)	(45.00%)
Edgewater Grant Funded	140,709.30	60,000.00	(80,709.30)	(134.52%)
Edgewater-TBI		762,793.39	762,793.39	100.00%
Human Services-Child Welfare	3,669,225.00	4,252,551.57	583,326.57	13.72%
Human Services- Youth Aids	2,545,632.98	3,359,534.37	813,901.39	24.23%
Human Services- Child Care	127,823.79	169,244.90	41,421.11	24.47%
Human Services- Transportation	323,248.88	475,599.23	152,350.35	32.03%
Human Services-ESS	1,629,065.50	1,689,765.90	60,700.40	3.59%
Human Services-FSET	3,625,770.03	3,455,867.16	(169,902.87)	(4.92%)
Human Services-LIHEAP	132,627.84	108,806.93	(23,820.91)	(21.89%)
Human Services-Birth to Three	535,221.11	548,250.16	13,029.05	2.38%
Human Services- FSP	37,670.98	72,995.09	35,324.11	48.39%
Human Services-Child Waivers	371,889.41	380,058.61	8,169.20	2.15%

County of Wood  
Detailed Income Statement  
For the Twelve Months Ending Thursday, December 31, 2020  
Human Services Department-Combined

	2020			
	Actual	Budget	Variance	Variance %
Human Services-CTT/CSP	471,508.75	524,732.64	53,223.89	10.14%
Human Services-OPC, MH	1,452,947.37	1,716,242.99	263,295.62	15.34%
Human Services-CCS	2,240,287.31	2,352,278.90	111,991.59	4.76%
Human Services-Crisis, Legal Services	1,020,955.07	1,108,473.36	87,518.29	7.90%
Human Services-MH Contracts	976,822.70	1,264,677.00	287,854.30	22.76%
Human Services-OPC, AODA	413,326.75	448,401.72	35,074.97	7.82%
Human Services- OPC, Day Treatment	66,040.54	77,283.03	11,242.49	14.55%
Human Services-AODA Contracts	37,722.30	126,100.00	88,377.70	70.09%
Human Services- Administration	3,474,714.67	3,457,917.96	(16,796.71)	(0.49%)
Norwood- Crisis Stabilization	328,558.62	368,723.73	40,165.11	10.89%
Norwood-SNF-CMI (Crossroads)	1,103,258.48	1,147,662.21	44,403.73	3.87%
Norwood SNF-TBI (Pathways)	862,757.71	937,316.58	74,558.87	7.95%
Norwood-Inpatient (Admissions)	3,099,234.48	3,378,245.86	279,011.38	8.26%
Norwood-Dietary	1,103,808.17	1,174,410.65	70,602.48	6.01%
Norwood-Plant Ops & Maintenance	712,175.53	754,059.72	41,884.19	5.55%
Norwood-Medical Records	227,026.62	230,162.81	3,136.19	1.36%
Norwood-Administration	2,145,136.89	1,259,224.03	(885,912.86)	(70.35%)
Total Health and Human Services	<u>39,288,035.28</u>	<u>42,568,440.16</u>	<u>3,280,404.88</u>	<u>7.71%</u>
Depreciation				
Depreciation & Amortization	379,205.64		(379,205.64)	0.00%
Total Depreciation	<u>379,205.64</u>		<u>(379,205.64)</u>	<u>0.00%</u>
TOTAL EXPENDITURES	<u>39,667,240.92</u>	<u>42,568,440.16</u>	<u>2,901,199.24</u>	<u>6.82%</u>
NET INCOME (LOSS) *	<u>5,660,251.80</u>	<u>(4,288.46)</u>	<u>5,664,540.26</u>	

**County of Wood**  
**BALANCE SHEET SUMMARY**  
 Edgewater Haven Nursing Home  
 Thursday, December 31, 2020

<b>ASSETS</b>	<b>2020</b>	<b>2019</b>
Cash and investments	7,994.67	6,918.51
Receivables:		
Miscellaneous	67,742.40	123,246.10
Due from other governments	422,187.46	446,177.51
Due from other funds	886,108.82	151,555.75
Inventory of supplies, at cost	66,094.59	46,549.80
Prepaid expenses/expenditures	33.42	13,957.02
Land	245,459.92	245,459.92
Buildings	7,909,082.95	7,632,743.69
Machinery and equipment	1,930,957.06	1,867,954.08
Construction work in progress	0.00	10,840.00
Accumulated Depreciation	(6,363,600.19)	(6,138,029.71)
Unamortized debt discounts	1,899,982.99	1,899,982.99
<b>TOTAL ASSETS</b>	<b><u>7,072,044.09</u></b>	<b><u>6,307,355.66</u></b>
 <b>LIABILITIES AND FUND EQUITY</b>		
<b>Liabilities:</b>		
Accrued compensation	54,125.42	159,364.32
Special deposits	6,916.88	5,683.08
Accrued vacation and sick pay	569,090.89	513,180.24
Deferred property tax	(0.08)	(0.04)
General obligation debt	984,059.13	984,059.13
Retirement prior service obligation	1,165,936.08	1,165,936.08
<b>Total Liabilities</b>	<b><u>2,780,128.32</u></b>	<b><u>2,828,222.81</u></b>
<b>Fund Equity:</b>		
Retained earnings:		
Unreserved	3,879,734.22	3,879,734.22
Fund Balance:		
Undesignated	(400,601.37)	229,503.04
Income summary	812,782.92	(630,104.41)
Total Fund Equity	<u>4,291,915.77</u>	<u>3,479,132.85</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b><u>7,072,044.09</u></b>	<b><u>6,307,355.66</u></b>

**County of Wood**  
**BALANCE SHEET SUMMARY**  
 Norwood Health Center  
 Thursday, December 31, 2020

	<b>2020</b>	<b>2019</b>
<b>ASSETS</b>		
Cash and investments	553,871.12	441,925.69
Receivables:		
Miscellaneous	841,047.33	1,419,950.55
Due from other funds	394,575.16	(2,201,879.35)
Inventory of supplies, at cost	61,611.67	37,060.43
Prepaid expenses/expenditures	7,767.32	
Land	391,806.15	391,806.15
Buildings	4,117,016.56	3,833,573.02
Machinery and equipment	2,068,861.72	2,056,720.37
Accumulated Depreciation	(4,608,888.07)	(4,455,252.91)
Unamortized debt discounts	2,146,165.49	2,146,165.49
<b>TOTAL ASSETS</b>	<b>5,973,834.45</b>	<b>3,670,069.44</b>
 <b>LIABILITIES AND FUND EQUITY</b>		
<b>Liabilities:</b>		
Vouchers payable	3,846.79	37,729.54
Accrued compensation	70,483.48	209,509.40
Special deposits	15,985.55	15,401.38
Accrued vacation and sick pay	578,230.09	658,514.87
Deferred property tax	0.00	(0.04)
General obligation debt	1,097,965.83	1,097,965.83
Retirement prior service obligation	1,202,846.20	1,202,846.20
<b>Total Liabilities</b>	<b>2,969,357.94</b>	<b>3,221,967.18</b>
<b>Fund Equity:</b>		
Retained earnings:		
Unreserved	699,907.86	699,907.86
Fund Balance:		
Undesignated	(251,805.60)	(12,020.52)
Income summary	2,556,374.25	(239,785.08)
Total Fund Equity	3,004,476.51	448,102.26
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b>5,973,834.45</b>	<b>3,670,069.44</b>

# Governing Body Bylaws of Norwood Health Center

January 27, 2021

## Table of Contents

ARTICLE I	<u>NAME, OFFICE AND PLACE OF BUSINESS</u>	3
Section 1.	Name	3
Section 2.	Office and Place of Business	3
ARTICLE II	<u>PURPOSE</u>	3
ARTICLE III	<u>MEMBERSHIP</u>	4
Section 1.	Qualifications	4
Section 2.	Right of Members	4
Section 3.	Transfer of Membership	4
ARTICLE IV	<u>MEETINGS OF THE HEALTH AND HUMAN SERVICES COMMITTEE</u>	
	<u>COMMITTEE</u>	4
Section 1.	Meetings	4
Section 2.	Special Meetings	4
Section 3.	Quorum	5
Section 4.	Order of Business	5
Section 5.	Presiding Officer	5
Section 6.	Annual Report	5
ARTICLE V	<u>HEALTH AND HUMAN SERVICES COMMITTEE DIRECTORS</u>	
	<u>DIRECTORS</u>	6
Section 1.	Composition	6
Section 2.	Qualifications	6
Section 3.	Removal and Termination	6
Section 4.	Officers	6
Section 5.	General Powers	7
Section 6.	Specific Powers	7
Section 7.	Delegation of Authority	7
Section 8.	Conflict of Interest	7
ARTICLE VI	<u>MEDICAL STAFF</u>	7
Section 1.	Formation	8
Section 2.	Bylaws, Rules and Regulations	8
Section 3.	Appointment	8
Section 4.	Delegation of Authority	9
ARTICLE VII	<u>ADMINISTRATION</u>	9
Section 1.	Selection	9
Section 2.	Authority	9

# **Governing Body Bylaws Of Norwood Health Center**

## **ARTICLE I**

### **NAME, OFFICE AND PLACE OF BUSINESS**

#### **SECTION 1. Name:**

The name of this Governing Body is the Wood County Health and Human Services Committee, hereinafter called "Health and Human Services Committee".

#### **SECTION 2. Office and Place of Business:**

The principal office and place of business shall be at the Wood County Courthouse, 400 Market Street, Wisconsin Rapids, Wood County, Wisconsin.

## **ARTICLE II**

### **PURPOSES**

The purpose of the Health and Human Services Committee shall be as follows:

- a. To establish, equip, and maintain an institution or institutions with permanent facilities to include inpatient beds for acute care and provide diagnosis and treatment for patients and associate services such as, but not limited to, emergency, and inpatient care. Such services shall be commensurate with the health needs of the hospital service area.
- b. To carry on any additional education activities related to rendering care to the healthy, sick, and injured for the promotion of health which, in the opinion of the Health and Human Services Committee, may be justified by the facilities, personnel, funds, or other requirements that are or can be made available.
- c. To provide all such services to persons needing them regardless of race, creed, national origin, sex, ancestry, religion, sexual orientation, marital status, age or handicap, and to accomplish such other purposes as properly may be done in connection with such Hospital either for compensation or free of charge as in each case may be deemed best.
- d. To provide for an organization for physicians, who properly qualified, may have the privilege of admitting and/or treating patients at the Hospital, and to require and approve Bylaws, Rules and Regulations from this organization, which organization shall be named "Medical Staff of Norwood Health Center".

- e. To develop, maintain, update, and implement a long-range plan that has as its purpose the continued development of the Hospital's facilities and services in keeping with the demands of modern hospital service. No substantial part of this organization's activities shall be to carry on propaganda or to influence legislation.

## **ARTICLE III**

### **MEMBERSHIP**

#### **Section 1. Qualification:**

Membership of the Health and Human Services Committee shall consist of five (5) members of the County Board and four (4) Citizen Representatives and shall be granted to any adult person, residing in the Hospital service area at the time of obtaining such membership.

#### **Section 2. Rights of Members:**

Each member of the Health and Human Services Committee may originate and take part in the discussion of any subject that may properly come before any meeting of the Health and Human Services Committee, to vote on such subject and to hold any office in the Health and Human Services Committee to which he or she may be elected or appointed.

#### **Section 3. Transfer of Membership:**

Membership on the Committee is not transferable or assignable.

## **ARTICLE IV**

### **MEETINGS OF THE HEALTH AND HUMAN SERVICES COMMITTEE**

#### **Section 1. Meetings:**

The committee shall meet once a month. The regular meeting of the Health and Human Services Committee shall be on the fourth Thursday of each month-at a time and place established by the Health and Human Services Committee, unless otherwise ordered by the Health and Human Services Committee. At each meeting, five (5) members of the Committee shall constitute a quorum.

#### **Section 2. Special Meetings:**

Special meetings of the Health and Human Services Committee may be called at any time by the Chairperson of the Committee or the written request of any two (2) members of the Health and Human Services Committee, specifying the object of the special meeting in the notice.

**Section 3. Quorum:**

Members holding five (5) of the votes entitled to be cast, present in person or represented by proxy, shall constitute a quorum at a meeting of members. Each member shall be entitled to one (1) vote on any matter and shall not be entitled to cumulate his vote in the election of Directors or otherwise.

**Section 4. Order of Business:**

The order of business at any meeting of members shall be as follows:

- a. Call to order
- b. Public comment
- b. Approval of minutes of previous meeting
- c. Reports
- d. Unfinished business
- e. New business
- f. Election of directors
- g. Adjournment

Proceedings of all meetings of members shall be governed by Robert's Rules of Order.

**Section 5. Presiding Officer:**

The Chairperson of the Committee shall preside over all meetings of the Health and Human Services Committee. In the absence of the Chairperson of the Committee, the Vice-Chairperson of the Committee shall preside.

**Section 6. Annual Report:**

The Chairperson of the Health and Human Services Committee shall prepare or cause to be prepared annually a statement of the affairs of the Hospital and shall submit or cause to be submitted such statement at the annual meeting of the Hospital.

## ARTICLE V

### HEALTH AND HUMANS SERVICES COMMITTEE DIRECTORS

#### **Section 1. Composition:**

The Health and Human Services Committee shall have control of the management of the business and affairs of Norwood Health Center. It shall consist of five (5) Wood County Supervisors appointed by the County Board Chairperson and four (4) citizen representatives. The four citizen representatives shall be: a physician, a registered nurse, an individual who has demonstrated interest or competence in the field of public health and human services, and an individual who as received services for mental illness, developmental disability, alcoholism or drug dependency, or a family member of such an individual.

Nominations for members of the Committee may be made from the floor to fill vacancies.

#### **Section 2. Qualifications:**

Members of the Health and Human Services Committee shall to the extent possible broadly reflect the total community the Hospital serves. Members of the Health and Human Services Committee shall be selected on the basis of their demonstrated awareness of the purposes and needs of the Hospital and the needs of the community. Members of the Health and Human Services Committee must be committed to serving all segments of the community and must be conscientious in carrying out their duties. They must view their responsibilities as being to the Hospital, not to a particular constituency.

#### **Section 3. Removal and Termination:**

Members of the Health and Human Services Committee are expected to fulfill their responsibilities by personal attendance at meetings of the Committee and the committees upon which they serve. Vacancies in the membership of the Health and Human Services Committee resulting from any cause shall be filled by a vote of the Health and Human Services Committee at a regular meeting or at a special meeting called for that purpose. A member thus appointed to fill a vacancy shall serve the unexpired term of that vacancy and until his successor has been elected and qualified.

#### **Section 4. Officers:**

The Health and Human Services Committee shall appoint a county board supervisor to serve as the Chairperson of the Health and Human Services Committee. The Health and Human Services Committee shall elect a Vice-Chairperson and Secretary.

**Section 5. General Powers:**

The Health and Human Services Committee shall have charge, control, and management of the property, affairs, operations, and funds of the Hospital. The Committee shall have power and authority to do and perform all acts and functions not inconsistent with these Bylaws and the laws of the State of Wisconsin.

**Section 6. Specific Powers:**

The Health and Human Services Committee shall have oversight of Norwood Health Center. The Committee shall perform the following functions with respect to the departments it oversees:

- a. Draft proposed budgets
- b. Audit the revenues and expenditures pursuant to the approved budgets
- c. Study and develop recommendations to the county board pertaining to changes in the budgets, functions, and personnel
- d. Oversee the management of the department and the service it provides.

**Section 7. Delegation of Authority:**

The Health and Human Services Committee may delegate authority and power to the Chairperson, to the Medical Staff, or to other employees or organizations within the Hospital. However, no assignment, referral, or delegation of authority by the Committee to hospital management, the Medical Staff, or anyone else shall preclude the Committee from exercising the authority required to meet its responsibility for the conduct of the Hospital. The Health and Human Services Committee shall retain the right to rescind any such delegation.

**Section 8. Conflict of Interest:**

No member of the Health and Human Services Committee, no officer of the Hospital or the Medical Staff, and no members of committees of the Committee or the Medical staff shall vote on a question in which he is interested otherwise than as a member or officer of such bodies or committees, except the election of officers. Such person shall disclose his interest and shall leave the meeting while the question is being considered; if their retirement from the meeting in such case reduces the number remaining below a quorum, the question may, nevertheless, be decided by those who remain.

**ARTICLE VI**

**MEDICAL STAFF**

### **Section 1. Formation:**

The Health and Human Services Committee shall authorize the formation of an organized Medical Staff to discharge those duties and responsibilities delegated to it by the Health and Human Services Committee and specifically to accomplish the following purposes:

- a. To monitor the quality of medical care in the Hospital and make recommendations thereon to the Committee so that all patients admitted to or treated at any of the facilities, departments, or services of the Hospital shall receive a high quality of care;
- b. To make recommendations to the Committee concerning the appointment or reappointment of an applicant to the Medical Staff of the Hospital;
- c. To adequately represent the physicians of the Hospital and to provide a means whereby issues concerning the Medical Staff and the Hospital may be discussed both within the Medical Staff organization and with the Health and Human Services Committee and the Administrator;
- d. To establish with the approval of the Health and Human Services Committee specific rules and regulations to govern actions of members of the Medical Staff.

### **Section 2. Bylaws, Rules and Regulations:**

The Bylaws, Rules and Regulations setting forth Medical Staff organization and operation in a manner designed to accomplish the purposes set forth in Section 1 of this Article, shall be recommended by the Medical Staff, and such Bylaws, Rules and Regulations which are adopted by the Health and Human Services Committee shall then become effective and shall then become part of the Bylaws, Rules and Regulations of the Hospital. Such Bylaws shall include effective formal means for the Medical Staff to participate in the development of the Hospital policy insofar as it affects patient care. Such Bylaws shall contain provisions establishing controls, which ensure the achievement and maintenance of high standards of professional and ethical practices.

### **Section 3. Appointment:**

The Health and Human Services Committee shall appoint in numbers not exceeding the Hospital's needs, graduates of recognized medical schools meeting the personal and professional qualifications prescribed in the Medical Staff Bylaws to membership on the Medical Staff of the Hospital and shall assign clinical privileges to them. Physicians so appointed shall have appropriate authority and responsibility for care and treatment of their individual patients subject to such limitations as the Health and Human Services Committee may formally impose, pursuant to the Bylaws.

### **Section 4. Delegation of Authority:**

The Health and Human Services Committee may delegate through approval of the Medical Staff Bylaws or by appropriate Committee resolution, to Medical Staff department chairperson certain responsibility for monitoring the quality of medical care in the Hospital and the authority to make recommendations thereupon to the Health and Human Services Committee as well as certain responsibilities for recommending to the Committee an applicant's appointment or reappointment to the Medical Staff of the Hospital, and for recommending clinical privileges for such applicant. The Committee may delegate, through approval of the Medical Staff Bylaws or appropriate Committee resolution, to certain committees of the Medical Staff responsibility for monitoring the quality of medical care in the Hospital, and the authority to make recommendations thereon to the Committee.

## **ARTICLE VII**

### **ADMINISTRATION**

#### **Section 1. Selection:**

The Health and Human Services Committee shall select and appoint a competent Administrator who shall be its representative in the management of the Hospital. This Administrator shall be given the necessary authority and responsibility to operate the Hospital in all its activities and departments, subject only to such policies as may be issued by the Health and Human Services Committee. They shall act as the duly authorized representative of the Committee in all matters in which the Health and Human Services Committee has not formally designated some other person to act.

#### **Section 2. Authority:**

The authority and responsibility of the Administrator shall include:

- a. Carrying out all policies established by the Committee and advising on the formation of these policies.
- b. Developing and submitting to the Committee for approval a plan of organization for the conduct of hospital operation and recommended changes when necessary.
- c. Preparing an annual budget showing the expected revenue and expenditures
- d. Selecting, employing, controlling, and discharging employees and developing and maintaining personnel policies and practices for the Hospital.
- e. Maintaining physical properties in good and safe state of repair and operating condition.
- f. Supervising business affairs to ensure that funds are collected and expended to the best possible advantage.

- g. Presenting to the Committee, periodic reports reflecting the professional services and financial activities of the Hospital and such special reports as may be required by the Committee.
- h. Serving as the liaison and channel of communications between the Committee and the Medical Staff.
- i. Preparing a plan for the achievement of the Hospital's specific objectives and periodically reviewing and evaluating that plan.
- j. Representing the Hospital in its relationships with other health agencies and its service to the community.
- k. Performing other duties that may be necessary or in the best interest of the Hospital.

These bylaws have been reviewed and approved on February 25, 2021.

---

Chairperson of the Committee

## **BYLAWS OF THE MEDICAL STAFF OF NORWOOD HEALTH CENTER**

### PREAMBLE

Whereas, Norwood Health Center is a county-operated facility in the State of Wisconsin, County of Wood; and

Whereas, its purpose is to serve as a psychiatric hospital providing patient care and education; and

Whereas, it is recognized that the Medical Staff is responsible for the quality of medical care in the Hospital, and must accept and discharge this responsibility, and that the cooperative efforts of the Medical Staff, the facility's administrative officers, and the Governing Body are necessary to fulfill the Hospital's obligations to its patients;

Therefore, the professional staff practicing in this Hospital hereby organize themselves in conformity with the bylaws and medical staff policies hereinafter stated.

These Bylaws are adopted for the purpose of governing the actions, recommendations, and functions of the Professional Staff of Wood County Annex & Health Center. These Bylaws are not intended to be, nor shall anything herein be, interpreted in such a way as to be a delegation by the Governing Body to any person or group, including the Professional Staff, of the exclusive ultimate authority of the governing body to operate this Hospital, including appointments of professional staff.

### DEFINITIONS

1. MEDICAL STAFF: Means all physicians or Nurse Practitioners holding appropriate licenses, who have been granted privileges to attend patients in the Hospital and who are eligible to vote on medical staff matters.
2. GOVERNING BODY: Health & Human Services Committee.
3. HUMAN SERVICES DIRECTOR: Refers to the individual who administers the Department of Human Services in accordance with Wisconsin Statutes 51.42 (6m) and County Code and is responsible for the overall management of the Norwood Admissions Unit, Wood County Annex & Health Center, and related programs.
4. TREATMENT DIRECTOR: Refers to the psychiatrist appointed by the Governing Body to manage the affairs of the Medical Staff.
5. MEDICAL DIRECTOR: Refers to the individual appointed to coordinate and manage all medical services to clients and employees in the Nursing Home and as directed by the Clinical Director provide medical care to patients in the psychiatric hospital.

6. HOSPITAL AND NURSING HOME ADMINISTRATOR: Refers to the individual appointed to manage the overall operations of the Hospital component of the Center.
7. MEDICAL STAFF COMMITTEE: Means the members of the Active Medical Staff, members of the Courtesy Medical Staff, a representative from the Governing Body and liaison (non-voting) representatives from administration.
8. PRACTITIONER: Means a doctor of medicine (M.D.) or a doctor of osteopathy (D.O.) legally licensed to practice medicine and surgery in the State of Wisconsin.
9. ALLIED HEALTH PROFESSIONAL: Means individuals other than licensed physicians who are qualified and licensed to render direct medical care under the supervision of a practitioner who have clinical privileges in this Hospital, and who are capable of effectively communicating with patients, the Medical Staff, and Hospital personnel. Other health professions not listed here who are not subject to the Medical Staff privileges delineation process shall be reviewed by the Governing Body for competence.
10. CLINICAL PRIVILEGES: Means the permission granted to a practitioner or Allied Health Professional by the Medical Staff to render specific diagnostic, therapeutic, or medical services.
11. MEDICAL STAFF YEAR: Means the period from January 1 through December 31.
12. HOSPITAL: Norwood Health Center Psychiatric Inpatient Program (Admissions Unit).

#### ARTICLE I: NAME

The name of this organization shall be the Medical Staff of Norwood Health Center, Marshfield, Wisconsin.

#### ARTICLE II: PURPOSES AND RESPONSIBILITIES

##### Section 1. The purposes of the organization are:

- A. To ensure that all patients admitted to or treated in any of the facilities, departments, or services of the Hospital shall receive the level of care which meets or exceeds community standards for specialized psychiatric and AODA services.
- B. To ensure a high level of professional performance of all practitioners authorized to practice in the Hospital through the appropriate delineation of clinical privileges that each practitioner may exercise in the Hospital and through an ongoing review and evaluation of each practitioner's performance in the Hospital.
- C. To initiate and maintain rules and regulations for self-government of the Medical Staff;

- D. To provide a means whereby issues concerning the Medical Staff and the Hospital may be discussed by the Medical Staff with the liaison Administrative Staff, and, when indicated, directly with the governing body.

Section 2. Responsibilities:

The Medical Staff or its Medical Staff Committee shall:

- A. Ensure the quality and appropriateness of patient care rendered by all practitioners authorized to practice in the Hospital through the following measures:
  - 1. A credentials program, including mechanisms for appointment and reappointment, and the matching of clinical privileges to be exercised or of specified services to be performed with the verified credentials and current demonstrated performance of the applicant or staff member;
  - 2. A continuing medical education program based at least in part on the needs demonstrated through the patient care audit, and other quality maintenance programs. This medical education program recognizes program participation from this hospital as well as community hospitals, and requires completion of continuing medical education units at a level consistent with that required by the State of Wisconsin Medical Examining Board;
  - 3. A concurrent utilization review program to monitor inpatient, outpatient, medical, psychiatric, and health services based upon community standards of care;
  - 4. An organizational structure that allows continuous monitoring of patient care practices, including but not limited to, infection control, drug utilization evaluation, medical record review, safety/risk management;
  - 5. Quality assessment and improvement program encompassing principles of continuous quality improvement, retrospective and concurrent review and evaluation of the quality of patient care through a systematic and ongoing patient care evaluation program; and,
- B. Recommend to the governing body with respect to appointments, reappointments, staff category, clinical privileges, and corrective action;
- C. Account to the Governing Body for the quality and efficiency of medical care rendered to patients in the Hospital;
- D. Initiate and pursue corrective actions with respect to practitioners, when warranted;
- E. Develop, revise as needed, administer, and seek compliance with these Bylaws, the rules and regulations of the Medical Staff, and other medical-care related current Hospital policies;

- F. Assist in identifying community health needs, and in setting appropriate institutional goals in implementing programs to meet those needs;
- G. Exercise the authority granted by these Bylaws as necessary to adequately fulfill the foregoing responsibilities;
- H. Be actively involved in the accreditation process; this shall include participation in the Hospital survey.

### ARTICLE III: MEDICAL STAFF MEMBERSHIP

#### Section 1 - Nature of the Medical Staff Membership:

- A. Membership on the Medical Staff of Norwood Health Center is a privilege which shall be extended only to professionally competent practitioners that are employed or have a contractual agreement who continually meet the qualifications, standards, and requirements set forth in these Bylaws.
- B. Appointments to and membership on the Medical Staff shall confer on the appointee or member only such clinical privileges and prerogatives as have been granted in accordance with these Bylaws. No practitioner shall admit or provide services to patients in the Hospital unless he/she is a member of the Medical Staff, or has been granted temporary privileges in accordance with the procedures set forth in Article VII.

#### Section 2 - Qualifications for Membership:

- A. Basic Qualifications:
  - 1. Physicians and Psychiatric Mental Health Nurse Practitioners who are licensed to practice in the State of Wisconsin who can document their background, experience, training, and demonstrated competence and judgment, their adherence to the ethics of their profession, their good reputation and character, good physical and mental health, current, valid professional liability insurance coverage in amounts satisfactory to the hospital, and their ability to work with others, with sufficient adequacy to assure the Medical Staff and the Governing Body that any patient treated by them will be getting a high quality of medical care, shall qualify for membership on the Medical Staff. No physician shall be entitled to membership on the Medical Staff, or to the exercise of particular clinical privileges in the Hospital, merely by virtue of the fact that he/she is duly licensed to practice medicine in this or in any other state, or that he/she is a member of any professional organization, is certified by any clinical examining board, or that he/she had in the past, or presently has, such privileges at another hospital.

- B. Ethics: Acceptance of the membership on the Medical Staff shall constitute the staff member's agreement that he/she will strictly abide by the Principles of Medical Ethics of the American Medical Association or Board of Nurse Practitioners.
- C. No aspect of Medical Staff membership or particular clinical privileges shall be denied on the basis of sex, race, age, creed, color, national origin, or physical disability.

Section 3 - Basic Responsibilities:

- A. Provide his/her patients with care at the generally recognized professional level of quality and efficiency within reasonably accepted community standards of care;
- B. Abide by the current Medical Staff Bylaws and by other lawful standards, current policies, and rules of the Hospital;
- C. Discharge such staff, department, committee, and Hospital functions as he/she is responsible for, by appointment, election, or otherwise;
- D. Prepare and complete in timely fashion the medical record and other required records for all patients he/she admits, or in any way provides care to in the Hospital;
- E. Abide by the ethical principles of his/her profession;
- F. Participation in hospital peer review and quality assessment and improvement activities; and,
- G. To serve on hospital committees as assigned by the Clinical Director.

Section 4 - Conditions and Duration of Appointment:

- A. Initial appointments and reappointments to the Medical Staff shall be made by the Governing Body. The Governing Body shall act on appointments, reappointments, or revocation of appointments only after there has been a recommendation from the Medical Staff as provided in these Bylaws; provided that in the event of unwarranted delay on the part of the Medical Staff (more than one hundred days from its receipt of a fully-completed application), the Governing Body may act without such recommendation on the basis of documented evidence of the applicant's or staff member's professional and ethical qualifications, obtained from reliable sources other than the Medical Staff.
- B. Initial appointments to the Medical Staff of Wood County Annex & Health Center shall be for a period extending for one year. Reappointments shall be for a period of not more than two Medical Staff years.
- C. Appointments to the Medical Staff shall confer on the appointee only such clinical privileges as have been granted by the Governing Body in accordance with Medical Staff recommendations, and in accordance with these Bylaws.

- D. Every application for staff appointment shall be signed by the applicant, and shall contain the applicant's specific acknowledgment of every Medical Staff member's obligations to provide continuous care and supervision of his/her patients, to abide by the Medical Staff Bylaws, Rules and Regulations to accept committee assignments, to accept consultation assignments, and, when necessary, to participate in staffing units.
- E. A system will be in place that reports to the appropriate agency as directed by the Health Care Quality Improvement Act, those adverse actions or reinstatements approved by the governing body that reduce, restrict, suspend, revoke, or deny clinical privileges to a physician or dentist for a period of 30 days or longer.

Section 5 - Provisional Status Appointment:

- A. All initial appointments to the Medical Staff shall be provisional for one full year. Reappointments to the provisional membership may not exceed one full year, at which time the failure to advance an appointee from provisional to regular Medical Staff status shall be deemed a termination of his/her staff appointment. A provisional appointee whose membership is so terminated shall have the rights accorded by these Bylaws to a member of the Medical Staff who has failed to be reappointed.
- B. Provisional staff members shall be assigned to a department/unit where their performance shall be observed by the Treatment Director or his/her representative, to determine the eligibility of such provisional members for regular staff membership, and for exercising the clinical privileges provisionally granted to them. At the end of each provisional appointment (one year), a written report by the Treatment Director or his/her representative, shall be made to the Medical Staff and the Governing Body. The report must indicate that the appointee has or has not demonstrated his/her ability to exercise clinical privileges granted to him/her.

ARTICLE IV: CATEGORIES OF THE MEDICAL STAFF

Section 1 - Medical Staff:

The Medical Staff shall be divided into three categories: Active, Courtesy/On-call Consultative, and Honorary.

Section 2 - Active Medical Staff:

The Active Medical Staff shall consist of regular physicians and provisional status who treat patients admitted on a voluntary or committal status, are employed or contracted at least eight (8) hours a week by Norwood Health Center and who assume all the functions and responsibilities of membership on the Active Medical Staff, including, where appropriate, consultation and unit assignments. Members of the Active Medical Staff shall be appointed to a specific service, shall be eligible to vote, shall serve on Medical Staff committees, and shall be required to attend at least 50 percent of all meetings of the Medical Staff.

Section 3 - Courtesy/On-call Medical Staff:

The Courtesy Medical Staff shall consist of physicians or Nurse Practitioners qualified for staff membership, but who are employed or contracted as consultants, provide on-call coverage, or perform specific referral services such as adolescent/ child history and physicals. They must either participate in the educational activities of this Medical Staff, or hold active or associative membership on the Medical Staff of some other hospital. Courtesy Medical Staff shall be eligible to admit and/or attend clients if specified in individual delineated privileges, vote, and serve on Medical Staff committees. Medical Staff meeting attendance is elective and attendance is encouraged. Presently we are contracted with Marshfield clinic to provide medical staff coverage to the inpatient unit for medical evaluation and care of the patients daily.

Section 4 - Consultative Medical Staff:

Consultative Practitioners:

Consultative Practitioners shall consist of practitioners in the medical community who are otherwise qualified for membership of the Medical Staff and are requested by a member of the Norwood Health Center Medical Staff to provide on-site consultation for a specific client. Permission to provide the requested consultative evaluation may be granted by the Hospital and Nursing Home Administrator or Treatment Director. Any recommendation made by the consulting practitioner must be verified and approved by the attending physician before implementation.

ARTICLE V: ALLIED HEALTH PROFESSIONAL PERSONNEL

Section 1 - Definition:

Allied Health Professionals (AHP) shall consist of the following categories of professionals: dentists, psychologists, psychiatric mental health nurse practitioners, dental hygienists, and podiatrists.

Section 2 - Qualifications:

Only allied health professional personnel (AHP) holding a license, certificate, or other legal credential as required by State law, who:

- A. Document their experience, background, training, demonstrated ability, physical health and mental health status upon request of the Medical Staff with sufficient adequacy to demonstrate that any patient treated by them will receive care of the professional level of quality and efficiency generally recognized as acceptable; and
- B. Are determined, on the basis of documented reference, to adhere strictly to the ethics of their respective professions as applicable, and to work cooperatively with others; shall be eligible to provide specified services in the Hospital. Where appropriate, the Medical Staff may

establish particular qualifications required of members of a specific category of AHP's, provided that such qualifications are not founded on an arbitrary or discriminatory basis, and are in conformance with applicable law.

### Section 3 - Procedure for Review Specification of Services:

An application to perform allied health services shall be submitted on a form provided by the Hospital. The authority for individuals to perform specified patient care services must be processed through the credentialing/privileging function, delineating their qualifications, status, clinical duties and responsibilities. Applicants shall be evaluated by the Medical Staff, which shall recommend the scope of practice which the applicant shall be permitted to exercise in the Hospital.

### Section 4 - Conditions of Participation:

- A. AHP's shall not be entitled to the rights, privileges, and responsibilities of appointment to the Medical Staff, and may only engage in acts within the scope of practice specifically approved for them by the Medical Staff, and the Governing Body.
- B. Appointments as AHP's shall not be covered by the provisions for appeal in Articles VI, VII, VIII, and IX of the Medical Staff Bylaws. However, the applicant for appointment as an AHP shall have the right to appear personally before the Medical Staff to discuss the clinical privileges recommended by that Committee.
- C. Initial appointment shall be for a period of one year. Thereafter, AHP's shall apply for reappointment as outlined in Article VI, Section 3, A - G.
- D. Quality Assessment and Improvement auditing shall be done as a means of evaluating performance and competence. Alternatively, at the discretion of the Treatment Director, a performance evaluation related to a job description may be used as a means of evaluation.

### Section 5 - Allied Health Professional Prerogatives:

- A. Provide specified patient care services under the supervision or direction of a physician member of the Medical Staff.
- B. Following protocols to the extent established by the Medical Staff, but not beyond the scope of the AHP's license, certificate, or other legal credentials.
- C. Medical Nurse Practitioners and Physician's Assistants may perform diagnostic and therapeutic procedures within the scope of his/her privileges with the consent of the client and the attending physician. He/She may write orders for diagnostic procedures, therapeutic procedures, and medications only if such orders are counter signed by the attending physician.
- D. Attend without voting privileges meetings of the staff and department to which he/she is assigned, and hospital education programs.

- E. Psychologist can perform diagnostic and therapeutic procedures including the initial clinical evaluation, treatment staffings and discharge summaries. He/She may write orders for diagnostic and therapeutic procedures only if such orders are countersigned by a physician.

Section 6 - Responsibilities:

- A. Retain appropriate responsibility within his/her area of professional competence for the care and supervision of each patient of the Hospital for whom he/she is providing services, or arrange a suitable alternative for such care and supervision;
- B. Participate as appropriate in the quality assessment/risk management activities, supervising initial appointees of his/her same profession during the training period, and other staff functions that may be required from time to time.

ARTICLE VI: PROCEDURE FOR APPOINTMENT AND REAPPOINTMENT

Section 1 - Application for Appointment:

- A. All applications for appointment to the Medical Staff shall be in writing, shall be signed by the applicant, and shall be submitted on a form prescribed by the Medical Staff. The application shall require detailed information concerning the applicant's professional qualifications, shall include the receipt of names of at least two persons who have had extensive experience in observing and working with the applicant and who can provide adequate references pertaining to the applicant's professional competence and ethical character, and shall include information as to whether the applicant's membership status and/or clinical privileges have ever been revoked, suspended, reduced, or not renewed by any other hospital or institution, and as to whether his/her membership in local, state, or national medical societies, or his/her license to practice any profession in any jurisdiction, has ever been suspended, terminated, or has any currently pending challenges, and as to whether his/her narcotics license has ever been limited, suspended, revoked, or has any currently pending challenges, and as to his physical and mental condition, and as to his/her malpractice history, and shall convey his/her consent to release of information by his/her past and present malpractice insurance carrier(s).
- B. The applicant shall have the burden of producing adequate information for a proper evaluation of his/her competence, character, ethics, and other qualifications, and for resolving any doubts about such qualifications.
  - 1. If additional information is required of the applicant, the Treatment Director/designee shall request it in writing. Failure of the applicant to provide such information within 30 days of the request shall constitute grounds for denial of appointment, unless an extension is granted by the Treatment Director.

- C. The completed application, including the delineation of requested clinical privileges shall be submitted to the Hospital and Nursing Home Administrator or designee, who, after collecting the references and other materials deemed pertinent, shall provide the application and all supporting materials to the Treatment Director and Medical Staff for evaluation.
- D. The delineation of clinical privileges for active and courtesy members of the Norwood Health Center Medical Staff shall be defined in a clear, comprehensive manner in accordance with these Bylaws (Article VII, Section 2).
- E. By applying for appointment to the Medical Staff, each applicant thereby signifies his/her willingness to appear for interviews in regard to his/her application, authorizes the Hospital to query the National Practitioner Data Bank for adverse action reports and malpractice reports, to consult with members of the medical staffs of other hospitals to which the applicant has been associated, and with others who may have information bearing on his/her competence, character, and ethical qualifications, consents to the Hospital's inspection of all records and documents that may be material to an evaluation of his/her professional qualifications and competence to carry out the clinical privileges he/she requests, as well as his/her moral and ethical qualifications for staff membership, releases from any liability all representatives of the Hospital and its Medical Staff for their acts performed in good faith and without malice in connection with evaluating the applicant and his/her credentials, and releases from any liability all individuals and organizations who provide information to the Hospital in good faith and without malice concerning the applicant's competence, ethics, character, and other qualifications for staff appointment and clinical privileges, including otherwise privileged or confidential information.
- F. The application shall include the following statements:
- \* an agreement to having received, read, and abide by the Hospital Medical Staff bylaws and by such rules and regulations as that may from time to time be enacted,
  - \* a pledge not to receive or pay another physician directly/indirectly any fee from professional services,
  - \* an agreement that any significant misstatements in, or omissions from, this application constitute cause for denial of appointment or cause for summary dismissal from staff,
  - \* an affirmation that information provided is true,
  - \* that applicant is familiar with the laws of the State of Wisconsin governing the practice of his/her specialty and will abide by these laws,
  - \* as applicant, she/he accepts the burden for producing sufficient information for proper evaluation of qualifications and for resolving any doubts about such qualifications.

- G. By applying for appointment to the Medical Staff, each applicant thereby agrees to subject his/her clinical performance to, and participate in, the Hospital's quality assessment and improvement/risk management/safety program as the same shall, from time to time, be in effect in accordance with the requirements of the responsible peer review organization, and other external regulatory agencies. Additionally, each applicant agrees to hold members of the Medical Staff and other authorized representatives of the Hospital engaged in these quality assessment or utilization review activities free from all liability for their actions performed in good faith in connection with these activities.
- H. Each practitioner applying for appointment to the Medical Staff shall maintain professional liability insurance in not less than the minimum amounts as from time to time may be determined by the Governing Body or provide other proof of financial responsibility, in such manners as the above Governing Body may find acceptable. The Governing Body may, for good cause shown by a practitioner, waive this requirement with regard to such practitioner, provided that any such waiver is not granted or withheld on an arbitrary, discriminatory, or capricious basis. This minimum amount of required coverage established pursuant to this provision shall equal the amount of professional liability insurance carried by the Hospital.

Section 2 - Appointment Process:

- A. All applications for appointment shall be sent to the Hospital and Nursing Home Administrator, who will refer them to the Administrative Assistant for processing. When the processing is complete, the application and related materials shall be returned to the Hospital and Nursing Home Administrator for review for appropriateness to services provided by the Health Center. If appropriate, the application and related materials will be forwarded to the Treatment Director within ten days.
- B. The Treatment Director shall review the application and related materials for determination of the character, professional competence, qualifications and ethical standing of the practitioner, and shall determine through information contained in references given by the practitioner and from other data sources available, whether the practitioner has established and meets all of the necessary qualifications for the category of staff membership and clinical privileges requested by him/her. The Treatment Director will make a recommendation regarding appointment and privileging, and the application and related materials will be referred to the Medical Staff within 60 days.
- C. At the next regular Medical Staff meeting after referral from the Treatment Director, the Medical Staff shall review the application and related materials and shall make a recommendation that the practitioner be either provisionally appointed to the Medical Staff, or rejected for Medical Staff membership, or that the application is deferred for further consideration or investigation. All recommendations for appointment shall include the clinical privileges to be granted, which may be modified by probationary conditions relating to such clinical privileges.

- D. When the recommendation of the Medical Staff is to defer the application for further consideration, it must be followed up within 30 days with a subsequent recommendation for provisional appointment with specified clinical privileges, or for rejection for Medical Staff membership.
- E. When the recommendation of the Medical Staff is favorable to the practitioner, the Governing Body shall act on the recommendation within 30 days.
- F. If the decision is adverse to the practitioner, at any level, the adverse decision will be sent to the Treatment Director, and by certified mail, return receipt requested, to the practitioner. The practitioner may request recourse to the Fair Hearing Appeal Process described in these Bylaws (Article IX, Section 2), by submitting a written request within 10 days.

Section 3 - Reappointment Process:

- A. Each recommendation concerning the reappointment of a Medical Staff member and the clinical privileges to be granted upon reappointment shall be based upon the following: licensure, physical and mental health status, professional liability coverage, satisfactory clinical performance, adherence to Medical Staff Bylaws, rules and regulations, quality assessment and improvement data, drug usage evaluation results, risk management data, volume indicators, peer recommendations, continuing medical education, current competence, and adverse incidents, including any past or currently pending challenges to license or DEA registration, and circumstances and judgments related to any pending or settled liability actions.
- B. The reappointment application shall be sent to the appointee by the Hospital and Nursing Home Administrator at least 60 days prior the expiration of the appointees' current term. Each current appointee desiring reappointment is responsible for completing the reappointment forms approved by the Governing Body. Failure to return the forms within 30 days of receipt shall be considered a voluntary resignation from the Medical Staff.
- C. After the reappointment forms have been returned and processed by the Hospital and Nursing Home Administrator, this material will be combined with other information and data gathered from quality assessment and improvement reports, external sources such as National Practitioner Data Bank, medical records data, complaints, drug utilization reports, and will be sent to the Treatment Director for review.
- D. Prior to the next scheduled Medical Staff meeting, the Treatment Director shall review all pertinent information available, including solicited comments from members of the Medical Staff, for the purpose of determining their recommendations for reappointment to the Medical Staff, and for granting of clinical privileges for the ensuing period. Evidence of appraisal by the Treatment Director shall be provided to the Medical Staff with recommendations for reappointment or when a change in clinical privileges is recommended.

- E. At the next Medical Staff meeting, the Treatment Director or designee presents his/her recommendations to the Medical Staff concerning the reappointment and clinical privileges of the appointee scheduled for periodic appraisal. When non-reappointment or a change in clinical privileges for a period longer than 30 days is recommended, the reasons for such recommendations shall be stated and documented. The Medical Staff will consider these recommendations and will reach its conclusions as to the reappointment and privilege delineation and will forward its determination to the Hospital and Nursing Home Administrator who in turn submits it to the Governing Body for approval.
- F. If an application for reappointment is filed and the Governing Body does not have time to act on it prior to the expiration of the appointee's current appointment, the appointee's current appointment and clinical privileges shall continue in effect until such time as the Governing Body acts on the reappointment application.
- G. The Governing Body shall review the material and the recommendations of the Treatment Director and Medical Staff and shall render a decision regarding reappointment and delineation of clinical privileges.
- H. If the decision is adverse to the practitioner, at any level, the notice of the adverse decision will be sent to the Treatment Director, and by certified mail, return receipt requested to the practitioner. The practitioner may request recourse to the Fair Hearing Appeal process described in these Bylaws (Article IX, Section 2) by submitting a written request within 10 days.
- I. If the decision is not appealed or if it is upheld after appeal, the adverse action shall be reported to appropriate regulatory agencies, state and federal as required by current laws.

**ARTICLE VII: DETERMINATION OF CLINICAL PRIVILEGES**

**Section 1 - Exercise of Privileges:**

Every practitioner providing direct clinical services at this Hospital by virtue of his/her Medical Staff membership or otherwise, shall be entitled to exercise only those clinical privileges specifically granted to him/her by the Governing Body, except as provided in Sections 2, 3, and 4 of this Article VII, which cover temporary and emergency privileges.

**Section 2 - Delineation of Privileges:**

- A. Initial Request - Every initial application for staff appointment/ reappointment must contain a request for the specific clinical privileges desired by the applicant.
- B. Basis for Privileges Determination - The evaluation of such request shall be based upon the applicant's education, training, experience, demonstrated competence, references, mental and physical health status, data bank, and other relevant information including an appraisal by the

Clinical Director. Privileges delineation shall relate specifically to each physician or Mental Health Nurse Practitioner in his/her practice setting as it relates to Norwood Health Center. The applicant shall have the burden of establishing his/her qualifications and competency in the clinical privileges so requested. The privileges recommended and granted must be precisely delineated. Terms such as "family practice", "internal medicine", and "general psychiatry" will not suffice. Periodic redetermination of clinical privileges and the increase or curtailment of same shall be based upon the direct observation of clinical performance, review of the records of patients treated in this or other hospitals, and documented results of the patient care audit and other quality assurance/risk management activities required by these Bylaws.

These clinical privileges were defined by the Norwood Health Center Medical Staff as standard, usual, and customary procedures appropriate to the diagnosis and treatment of diseases encompassed by a given specialty and limited to the available resources at the Norwood Health Center. Procedures requiring additional training or techniques not normally included in the customary training of that specialty must be specifically delineated at the time of application. However, in emergency situations, the physician may be allowed to perform any special procedures demanded by that emergency, even though not regarded as part of his/her routine clinical privileges.

- C. Modification of Privileges - Application for additional clinical privileges must be in writing, on the prescribed form, and on which the type of clinical privileges desired and the applicant's relevant recent training and/or experience must be stated. Such requests will be processed in the same manner as requests for initial privilege delineation.

### Section 3 - Temporary Privileges:

- A. Upon receipt of an application for Medical Staff membership from an appropriately licensed practitioner, the Governing Body may, upon the basis of information then available which may reasonably be relied upon as to the competence and ethical standing of the applicant, and with the written concurrence of the Treatment Director, grant temporary admitting and specifically delineated clinical privileges to the applicant; but in exercising such privileges, the applicant shall act under the supervision of the Treatment Director. Temporary privileges may be so granted for a period not to exceed 90 days, with subsequent renewal, if necessary, not to exceed the pendency of the application.
- B. Temporary clinical privileges may be granted by the Governing Body for the care of a specific patient to a practitioner who is not an applicant for membership in the same manner and upon the same conditions as set forth in subparagraph (A) of this Section 3, provided that there shall first be obtained from the practitioner a signed acknowledgment that he/she agrees to be bound by the terms of the Medical Staff Bylaws, Rules and Regulations, and all matters relating to his/her temporary clinical privileges. Such temporary privileges shall be restricted to the treatment of not more than two patients in any one year by any practitioner, after which such practitioner shall be required to apply for membership on the Medical Staff before being

allowed to attend additional patients. Furthermore, the practitioner must have in force documented malpractice insurance in an amount acceptable to the hospital.

- C. The Governing Body may permit a physician serving as locum tenens for a member of the Medical Staff to attend patients without applying for membership on the Medical Staff for an initial period of 60 days, providing all of his/her credentials have first been approved by the Treatment Director. Temporary clinical privileges would be granted by the Inpatient Services Director in the same manner and under the same conditions as set forth in subparagraph A of this Article. Such privileges may be renewed for two more periods during a year's time.
- D. Special requirements of supervision and reporting may be imposed by the Treatment Director on any practitioner granted temporary privileges. Temporary privileges shall be immediately terminated by the Inpatient Services Director and the Treatment Director upon notice of any failure by the practitioner to comply with such special conditions.
- E. The Governing Body may at any time, upon the recommendation of the Treatment Director, terminate a practitioner's temporary privileges, based upon questions of ethics, competence, character, or quality of care. The Treatment Director, or in his/her absence, the Associate Treatment Director, shall assign a member of the Medical Staff to assume responsibility for the care of such terminated practitioner's patients. The wishes of the patients shall be considered, where feasible, in selection of such substitute practitioner. Any affected practitioner may have recourse to the Fair Hearing Appeal Process described in these Bylaws (Article IX, Section 2), but shall remain suspended during the course of the appeal.

#### Section 4 - Emergency Privileges:

In any emergency, any member of the Medical Staff, to the degree permitted by his license and regardless of privileges, department, service, or Medical Staff status or lack of it, shall be permitted and assisted to use every facility of the hospital and to do everything possible to treat the client. For the purpose of this section, an emergency is defined as a condition in which immediate treatment is necessary to prevent serious permanent harm to a client, to preserve the life of a client, or to prevent serious deterioration or aggravation of a client's condition.

### ARTICLE VIII: CORRECTIVE ACTION/SUMMARY SUSPENSION

#### Section 1 - Procedure:

- A. Whenever the activities or professional conduct of any practitioner with clinical privileges are considered to be lower than the standards or aims of the Medical Staff, or to be disruptive to the operations of the Hospital, corrective action against such practitioner may be requested by a member of the Medical Staff, a member of the Hospital Administration, or by the Governing Body. All requests for corrective action shall be in writing, shall be made to the Clinical Director, and shall be supported by reference to the specific activities or conduct which constitutes the grounds for the request.

- B. Whenever the corrective action could be a reduction or suspension of clinical privileges, the Treatment Director shall immediately investigate the matter. The Treatment Director shall have authority to summarily suspend or limit the practitioner's privileges. This decision may remain in effect throughout the period of the investigation, and subsequent appeal, if any, as determined by the Treatment Director, and would be based upon the need to protect the life of any patient(s) or to reduce the substantial likelihood of immediate injury or damage to the mental or physical health or safety or well-being of any patient, employee, or other person. The Treatment Director shall have the authority to provide for alternative medical coverage for the patients of the suspended practitioner at the time of the suspension. The wishes of the patients shall be considered in the selection of such alternative practitioner, whenever possible.
- C. Within ten days after the Treatment Director's receipt of the request for corrective action, he/she shall make a report of his/her investigation. Prior to the making of such report, the practitioner against whom corrective action has been requested shall have an opportunity for an interview with the Treatment Director. At such interview, he/she shall be informed of the general nature of the charges against him/her, and shall be invited to discuss, explain, or refute them. This interview shall not constitute a hearing, shall be preliminary in nature, and none of the procedural rules provided in these Bylaws with respect to hearings shall apply thereto. A record of such interview shall be made by the Treatment Director and included with his/her report.
- D. Within ten days following the receipt of the investigation report for the requested corrective action involving reduction or suspension of clinical privileges the Treatment Director shall present his report to the Medical Staff Committee. The Medical Staff Committee will review the report, interview the complainant and the affected practitioner, and shall make its conclusions and recommendations.
- E. The action of the Medical Staff Committee on a request for corrective action may be to: reject or modify the request for correction action; issue a warning, letter of admonition, or a letter of reprimand; impose terms of probation or a requirement for consultation; recommend reduction, suspension, or revocation of clinical privileges; recommend that an already imposed summary suspension of clinical privileges be terminated, modified, or sustained; or recommend that the practitioner's staff membership be suspended or revoked. The practitioner will be notified in writing of the recommendations of the Medical Staff Committee by the Treatment Director.
- F. Any adverse recommendation for reduction, suspension, or revocation of clinical privileges, or for suspension or expulsion from the Medical Staff, shall entitle the affected practitioner to the procedural rights provided in the Fair Hearing Appeal Process described in these Bylaws (Article IX, Section 2).
- G. After the Fair Hearing Appeal Process has concluded or waived, the Treatment Director shall promptly notify the Hospital and Nursing Home Administrator and the Human Services Director in writing of all requests for corrective action by the Medical Staff Committee, and

shall continue to keep the Hospital and Nursing Home Administrator and Human Services Director fully informed of all action taken in connection therewith. The Governing Body will then render a decision based upon the information and recommendation of the Medical Staff Committee and the appeals process. Such decision shall be final and binding.

Section 2 - Termination of Practitioner for Non-Clinical Reason:

- A. Termination of employment or of contract status of a practitioner for grounds unrelated to his/her professional, clinical capability, and his/her exercise of clinical privileges, may be accomplished in accordance with the usual personnel policies of the Hospital or the terms of such practitioner's contractual agreement, if applicable. To the extent that the grounds for removal include matters relating to competence in performing professional clinical tasks, or in exercising clinical privileges, resolution of the practitioner's Medical Staff privileges shall be in accordance with Section 1 of this Article.

Section 3 - Automatic Suspension:

- A. A temporary suspension in the form of withdrawal of a practitioner's admitting privileges, effective until medical records are completed, shall be imposed immediately after warning of delinquency for failure to complete medical records as specified in the current Medical Staff Rules and Regulations. The Treatment Director shall have the option of assigning the practitioner to the Health Information Manager or making other arrangements for the purpose of completing records, when applicable.
- B. A practitioner whose Federal and/or State license to prescribe narcotics and dangerous drugs are revoked or suspended or modified shall immediately be divested of his/her right to prescribe medications or shall meet the modifications covered by such license. As soon as possible after such immediate suspension, the Medical Staff Committee shall convene to review and consider the facts under which the license was revoked or suspended. The Medical Staff Committee may then recommend further corrective action as is appropriate to the facts disclosed in its investigation. The Governing Body will then consider the Medical Staff Committee's recommendation and render a final decision.
- C. A temporary suspension occurs whenever a practitioner fails to maintain his/her malpractice insurance and it lapses or his/her medical license.
- D. It shall be the duty of the Treatment Director to cooperate with the Hospital and Nursing Home Administrator and the Governing Body in enforcing automatic suspensions.

ARTICLE IX: FAIR HEARING APPEALS PROCESS

Section 1 - Right to Access to Fair Hearing Appeals Process:

- A. When any practitioner receives notice of a recommendation of the Medical Staff or Medical Staff Committee that, if ratified by decision of the Governing Body, will adversely affect

his/her reappointment to or status as a member of the Medical Staff, or his/her exercise of clinical privileges, such as:

- denial of reappointment
- suspension of staff membership
- revocation of staff membership
- denial of requested advancement in staff category
- reduction in staff category
- denial of requested clinical privileges
- reduction in clinical privileges
- suspension of clinical privileges
- revocation of clinical privileges

He/she shall be entitled to access to the Fair Hearing Appeals Process before a final decision is made by the Governing Body.

- B. All appeals shall be in accordance with the procedural safeguards set forth in this Article IX, to assure that the affected practitioner is accorded all rights to which he/she is entitled.

Section 2 - Process for a Fair Hearing Appeal:

- A. Any practitioner who receives notice of an adverse recommendation regarding medical appointment, clinical privileges, or professional conduct, will have ten days from receipt of notice to request in writing an appeal of that recommendation. Such request should be made to the Treatment Director. Failure to request an appeal within ten days shall terminate all rights to appeal.
- B. Within ten days of receipt of a request for appeal, the Treatment Director and the Governing Body shall select a three person appeal panel. This panel shall be comprised of three practitioners, either from within or outside the Medical Staff, but who were not previously involved in making the adverse recommendation.
- C. The Treatment Director and the affected practitioner shall jointly schedule a date, time, and place for the hearing. This hearing shall take place no later than 30 days from selection of the panel.
- D. The affected practitioner shall be entitled, if desired, to be accompanied and represented at the hearing by another practitioner. The affected practitioner is permitted to invite any witnesses having evidence or testimony pertinent to the situation. The Treatment Director shall represent the Medical Staff or the Medical Staff Committee position. No attorneys shall be permitted at the hearing.
- E. The panel's decision shall be communicated in writing to the Governing Body within three days. The Governing Body shall consider the Medical Staff/Medical Staff Committee's recommendations and the panel's decision, and will make a final and binding determination

on the matter within seven days. This determination shall be communicated in writing to the practitioner and Treatment Director.

## ARTICLE X: TREATMENT DIRECTOR

### Section 1 - Appointment of Treatment Director:

The Governing Body appoints the Treatment Director who shall serve until resignation or replacement by the Governing Body.

### Section 2 - Term of Officers:

Officers shall serve as appointed until the Governing Body reappoints another Treatment Director.

### Section 3- Duties of Treatment Director:

- A. Treatment Director: The Treatment Director shall serve as the chief administrative officer and chairperson of the Medical Staff to:
1. Act in coordination and cooperation with the Administrative Staff of the Hospital in all matters of mutual concern within the Hospital;
  2. Call, preside at, and be responsible for the agenda of all Medical Staff meetings;
  3. Be accountable to the governing body, through the executive sessions, for monitoring the quality and efficiency of clinical services and the effectiveness of quality assessment and improvement functions delegated to the Medical Staff;
  4. Serve as member of other Medical Staff committees as assigned;
  5. Be responsible for the enforcement of Medical Staff Bylaws, Rules and Regulations, for implementation of sanctions where these are indicated, and for the Medical Staff's compliance with the procedural safeguards in all instances where corrective action has been requested against a practitioner;
  6. Appoint committee members to all standing, special, and multi-disciplinary Medical Staff committees, and appoint Medical Staff members in conjunction with other administrative staff, to serve on the necessary committees of the Hospital;
  7. Communicate and represent the views, policies, needs, and grievances of the Medical Staff to the governing body and to the Inpatient Services Director;
  8. Receive and interpret the policies of the governing body to the Medical Staff, and ensure the effective function of methods for credentials review and for delineation of privileges and quality assurance activities.

9. Be responsible for the educational activities of the Medical Staff.
10. Be the spokesperson for the Medical Staff in its external professional and public relations.
11. Supervision of psychiatric residents.
12. To inform the Medical Staff members on the accreditation status of the Hospital. He/she shall see that the Medical Staff members are actively involved in the accreditation process; this shall include participation in the hospital survey, and particularly in the summation conference. He/she shall identify areas of suspected noncompliance, and inform the administrative officer in charge of the accreditation process, and take appropriate action.

## ARTICLE XI: DUTIES OF MEDICAL STAFF AND MEDICAL STAFF COMMITTEE

### Section 1: Medical Staff:

- A. Composition: All physicians and Nurse Practitioners holding appropriate licenses, who have been granted privileges to attend patients in the Hospital and who are eligible to vote on Medical Staff matters.
- B. Duties: The duties of the Medical Staff shall be:
  1. To coordinate the activities and general policies of the Hospital in relation to the Medical Staff;
  2. To receive and act upon reports and recommendations from special committees and officers of the Medical Staff and/or Hospital;
  3. To implement policies of the Medical Staff not otherwise the responsibility of any other aspect of the organization and to review such policies at least every three years;
  4. To provide liaison between its members and the Administrative Staff of the Hospital;
  5. To recommend action to the Hospital and Nursing Home Administrator on matters of a medical/ administrative nature;
  6. To make recommendations on hospital management matters to the Inpatient Services Director. Such recommendations shall be consistent with the mission and philosophy of the Hospital, and shall have particular emphasis on the Medical Staff component of the organization;

7. To fulfill its accountability to the governing body for the medical care rendered to patients in the Hospital;
8. To review credentials of all applicants and to make recommendations for staff membership, reassignments, delineation of clinical privileges. Such credentials will be reviewed upon the recommendation of the Treatment Director. Duties will be to:
  - a. Review, evaluate, and verify the character, qualifications, competence, and performance of each applicant for initial appointment, reappointment, or modification of appointment, and for clinical privileges, and make appropriate recommendations.
  - b. Make recommendations to the Governing Body on the qualifications of each applicant for staff membership and for particular clinical privileges.
  - c. In addition to verification of competence and performance, reappraisal parameters shall include: the individual's maintenance of timely, accurate, and complete medical records; his/her attendance at required staff meetings; his/her service on Medical Staff and Hospital committees when requested; his/her patterns of care, as demonstrated by Quality Assessment/Improvement Program; Treatment Director assessment; and his/her documented appropriate continuing medical education.
  - d. The Medical Staff will review and approve the methods for determining the profiles of clinical privileges developed by each discipline (psychiatry, internal medicine).
  - e. The Medical Staff shall have the authority to require the individual to submit any required evidence of his/her current health status.
9. To review periodically all information available regarding the performance and clinical competence of staff members and other practitioners with clinical privileges, and as a result of such reviews, to make recommendations for reappointment and renewal, or changes in clinical privileges; and
10. To participate in identifying community health needs and in setting Hospital goals and implementing programs to meet those needs.

Section 2: Medical Staff Committee:

- A. Composition: The Medical Staff Committee shall be a standing committee, and shall consist of the officers of the Medical Staff, members of the Active Medical Staff, invited members of the Courtesy Medical Staff, representative of the Governing Body and non-voting administrative representatives. The Treatment Director shall serve as Chair and the Inpatient Services Director shall serve as Vice-Chair.

B. Duties: The duties of the Medical Staff Committee shall be:

1. To consider and make recommendations regarding corrective action/summary suspension actions involving members of the Medical Staff;
2. To administer the Medical Staff's Quality Assessment and Improvement program including peer review, drug utilization review, and clinical pertinence review; and
3. To take all reasonable steps to ensure professionally ethical conduct and competent clinical performance on the part of all members of the Medical Staff, including the invitation of and/or participation in Medical Staff corrective or review measures, when warranted.

## ARTICLE XII: MEDICAL STAFF MEETINGS

### Section 1: Regular Meetings:

Regular meetings of the Medical Staff will be held at least four (4) times a year for the purpose of transacting such business as may come before the Medical Staff, and to provide an educational forum. The agenda of such meeting should include such reports of the review and evaluation of the work done in the clinical departments, and the performance of the required Medical Staff functions. All regular meetings shall be at such day and hour as the Treatment Director shall designate in the call and notice of the meeting.

### Section 2: Special Meetings:

The Treatment Director may call a special meeting of the Medical Staff at any time. The Treatment Director shall call a special meeting within 15 days after receipt by him/her of a written request for same, signed by no less than one-fourth of the Active Staff, and stating the purpose for such meeting. The Treatment Director shall designate the time and place of any special meeting.

- A. Written or printed notice stating the place, day, and hour of any special meeting of the Medical Staff shall be delivered either personally or by mail to each member of the Medical Staff prior to the meeting. No business shall be transacted at any special meeting, except that stated in the notice calling the meeting.

### Section 3: Quorum:

The presence of thirty-three percent of the total membership of the Active Medical Staff at any regular or special meeting shall constitute a quorum for purposes of amendment of these Bylaws, and for all other transactions.

### Section 4: Attendance Requirements:

Each member of the Active Medical Staff shall be required to attend at least 50 percent of all regular Medical Staff meetings in each year. Unless excused by the Treatment Director, the failure to meet the foregoing annual attendance requirements shall be grounds for corrective action. Reinstatement of staff members whose membership has been revoked because of absence from staff meetings shall be made only upon application, and all such applications shall be processed in the same manner as applications for original appointment.

Section 5: Agenda:

- A. Agenda: The agenda at any regular Medical Staff meeting shall be determined by the Treatment Director. Any staff member may request placing items of concern on the agenda.
- B. The agenda at special meetings shall be:
  - 1. Reading of the notice calling the meeting.
  - 2. Transaction of business for which the meeting was called.
  - 3. Adjournment.

ARTICLE XIII: MEDICAL STAFF COMMITTEE MEETINGS

Section 1: Regular Meetings:

The Medical Staff Committee meetings shall be held four times per year, immediately following the conclusion of the Medical Staff meetings.

Section 2: Special Meetings:

A special meeting of the Medical Staff Committee may be called by, or at the request of, the Treatment Director, or by one-third of the Medical Staff Committee members, but not less than two members.

Section 3: Notice of Meetings:

Written or oral notice stating the place, day, and hour of any regular or special meeting shall be given to each member of the Committee.

Section 4: Quorum:

Thirty-three percent of the membership of the Medical Staff Committee, but not less than two members, shall constitute a quorum at any meeting.

Section 5: Manner of Action:

The action of a majority of the members present at a meeting in which a quorum is present shall be the action of the Committee. Action may be taken without a meeting by unanimous consent in writing (setting forth the actions so taken), signed by each member entitled to vote thereat.

- A. A practitioner whose patients' clinical course is scheduled for discussion at any regular meeting or conference shall be so notified, and shall be expected to attend such meeting. If such practitioner is not otherwise required to attend such meeting, the Treatment Director shall, through the Inpatient Services Director, give the practitioner advance written notice of the time and place of the meeting at which his/her attendance is expected.
- B. Failure by a practitioner to attend any meeting with respect to which he/she was given notice that attendance was mandatory, unless excused by the Treatment Director upon a showing of good cause, shall result in an immediate suspension of all or such portion of the practitioner's clinical privileges as the Medical Staff Committee may direct, and such suspension shall remain in effect until the matter is resolved through any mechanism that may be appropriate, including corrective action, if necessary. In all other cases, if the practitioner shall make a timely request for postponement supported by an adequate showing that his/her absence will be unavoidable; such presentation may be postponed by the Treatment Director, until not later than the next regular meeting. Otherwise, the pertinent clinical information shall be presented and discussed as scheduled.

#### ARTICLE XIV: CONFIDENTIALITY, IMMUNITY FROM LIABILITY

##### Section 1: Special Definitions:

For the purpose of this Article, the following definitions shall apply:

- A. Information: Means record of proceedings, minutes, records, reports, memoranda, statements, recommendations, data, and other disclosures, whether in written or oral form, relating to any of the following subjects:
  - 1. Applications for appointment or clinical privileges,
  - 2. Periodic reappraisals for reappointment or clinical privileges,
  - 3. Corrective action, including summary suspension,
  - 4. Hearings and appellate reviews,
  - 5. Medical care evaluations, (refer to Wisconsin Statutes 146.37),
  - 6. Utilization reviews, and
  - 7. Other hospital or committee activities related to quality of patient care and interprofessional conduct.
- B. Malice: Means the intentional dissemination of a known falsehood or of information with a reckless disregard for whether or not it is true or false.

- C. Representative: Means a board, any director or committee thereof; an administrator; a medical staff organization or officer, committee thereof; and any individual authorized by any of the foregoing to perform specific information-gathering or disseminating functions.
- D. Third Parties: Means both individuals and organizations providing information to any representative.

Section 2: Authorizations and Conditions:

By applying for or exercising clinical privileges, or providing specified patient care services within this Hospital, a practitioner:

- A. Authorizes representatives of the Hospital and the Medical Staff to solicit, provide, and act upon information bearing on his/her professional ability and qualifications;
- B. Agrees to be bound by the provisions of this Article, and to waive all legal claims against any representative or third party who acts in accordance with the provisions of this Article; and
- C. Acknowledges that the provisions of this Article are express conditions to his/her application for or acceptance of staff membership, or his/her exercise of clinical privileges or provision of specified patient services at this Hospital.

Section 3: Confidentiality of Information:

Information with respect to any practitioner submitted, collected, or prepared by any representative of this or any other health care facility or organization or medical staff, for the purpose of achieving and maintaining quality patient care, reducing morbidity and mortality, or contributing to medical research shall, to the fullest extent permitted by law, be confidential, and shall not be disseminated to anyone other than a representative of the Medical Examining Board, as required by law, or used in any way except as provided by third parties. This information shall not become part of any particular patient's file or of the general hospital records.

Section 4: Immunity from Liability:

The following shall be express conditions to any practitioner's application for the exercise of clinical privileges at this Hospital:

That any act, communication, report, recommendation, or disclosure with respect to any such practitioner performed or made in good faith and without malice, and at the request of an authorized representative of this or any other health care facility, for the purpose of achieving and maintaining quality patient care in this or any other health care facility, shall be privileged to the fullest extent permitted by law.

That such privilege shall extend to members of the Hospital's Medical Staff and of its Governing Body, its other practitioners, its administrative officers, and to third parties who supply information to any of the foregoing authorized to receive release or act upon the same.

That there shall, to the fullest extent permitted by law, be absolute immunity from civil liability arising from any such act, communication, report, recommendation, or disclosure, even where the information involved would otherwise be deemed privileged.

That such immunity shall apply to all acts, communications, reports, recommendations, or disclosures performed or made in connection with this or any other health care institution's activities related, but not limited to that information stated in Section 1A of this Article (XIV).

That the acts, communications, reports, recommendations, and disclosures referred to in this Article XIV may relate to a practitioner's professional qualifications, clinical competency, character, mental or emotional stability, physical condition, ethics, or any other matter that might directly or indirectly have an effect on patient care.

That in furtherance of the foregoing each practitioner shall, upon request of the Hospital, execute releases in accordance with the tenor and import of this Article XIV in favor of the individuals and organizations specified in paragraph 3, subject to such requirements, including those of good faith, absence of malice, and the exercise of a reasonable effort to ascertain truthfulness as may be applicable under the law of this state.

That the contents, authorizations, releases, rights, privileges, and immunities provided in Sections 1 and 2 of Article VI of these Bylaws for the protection of this Hospital's practitioners, other appropriate Hospital officials and personnel, and third parties in connection with applications for initial appointment, shall also be fully applicable to the activities and procedures covered by this Article XIV.

#### ARTICLE XV: RULES AND REGULATIONS

The Medical Staff shall adopt rules and regulations as may be necessary to implement more specifically the general principles found within these Bylaws, subject to the approval of the Medical Staff and the Governing Body. These shall relate to the proper conduct of the Medical Staff organizational activities, as well as embody the level of practice that is to be required of each practitioner in the Hospital. Such rules and regulations shall be a part of these Bylaws, and may be amended and appealed at any regular meeting of the Medical Staff, at which a quorum is present, and without previous notice, or at any special meeting of the Medical Staff. Such changes shall become effective upon approval by the governing body.

#### ARTICLE XVI: AMENDMENTS

These Bylaws may be amended after submission of the proposed amendment at any regular or special meeting of the Medical Staff. To be adopted, an amendment shall require a two-thirds vote of the members of the Active Medical Staff present, provided that at least thirty-three percent of the

members of such staff are present. Amendments so made shall be effective when approved by the governing body. These Bylaws shall be reviewed bi-annually and revised as necessary.

ARTICLE XVII: ADOPTION

These Bylaws shall be adopted at any regular or special meeting of the Medical Staff, shall replace any previous Bylaws, and shall become effective upon approval by the governing body of the Hospital.

Adopted by the Psychiatric/Medical Staff on January 27, 2021.

---

George Melnyk, M.D., Treatment Director

---

Jordon Bruce, Hospital and Nursing Home  
Administrator

---

Brandon Vruwink, Human Services Director

---

Representative of the Governing Body

**NORWOOD HEALTH CENTER  
PSYCHIATRIC HOSPITAL MEDICAL STAFF  
RULES AND REGULATIONS**

**SECTION I: ADMISSION AND DISCHARGE:**

1. Only physicians or nurse practitioners granted Medical Staff membership and clinical privileges may admit and/or treat patients at this Hospital.
2. In all cases of non-emergency voluntary admissions to this Hospital, a provisional diagnosis or valid reason for admission must either precede or accompany the patient. In addition, current medications, which are to be continued in the Hospital, and any other orders necessary for the care of the patient in the first 24 hours, must either precede the patient or be called to the nursing unit upon admission.
3. All patients shall be attended by members of the Medical Staff, and shall be assigned to the psychiatric inpatient unit. In the case of a patient requiring admission who has no practitioner, he/she shall be assigned to the practitioner for the service to which the illness of the patient indicates assignment.
4. In the event of a Hospital death, the deceased shall be pronounced dead by the attending practitioner or his/her designee as soon as possible. Policies with respect to the release of dead bodies shall conform to local and state law.
5. The Hospital shall admit patients suffering from all types of psychological diseases.
6. Patients shall be discharged only on a written order of the attending practitioner. Should a patient leave the Hospital against the advice of the attending practitioner, or without proper discharge, a notation of the incident shall be made in the patient's medical record.
7. If a client elopes from the facility, discharge should occur within 24 hours.

These parameters can be adjusted on an individual basis at the discretion of the attending psychiatrist.

8. Practitioners admitting patients shall be held responsible for giving such information as may be necessary to assure the protection of other patients from those who are a source of danger for whatever cause.

## **SECTION II: EMERGENCY CARE:**

Emergency psychiatric care at Norwood Health Center shall be provided through 24-hour, on-call Medical Staff coverage. The Medical Staff has delegated the authority to the RN-Charge Nurse, Social worker or crisis worker to screen and assess clients presenting to the hospital with a potential medical/psychiatric emergency.

In cases of medical/psychiatric emergencies, the doctor or Psychiatric Mental Health Nurse Practitioner will be notified. An order will be given to nursing staff for care until rescue squad arrives. A transfer order will be given by the provider and orders will be signed within 24 hours.

## **SECTION III: MEDICAL RECORDS:**

1. The attending practitioner shall be responsible for the preparation of a complete medical record for each client. This record shall include identification data, complaint, personal history, family history, history of present illness, physical examination, special reports such as consultation, clinical laboratory, x-ray, and other reports, provisional diagnosis, and discharge summary. A discharge summary will be required for all cases of death, regardless of the length of stay.
2. A medical record shall not be permanently filed until it is completed by the responsible practitioner, or is ordered filed by the Hospital Administrator or designee.
3. Pertinent progress notes shall be recorded at the time of observation sufficient to permit continuity of care and transferability. Whenever possible, each of the client's clinical problems should be clearly identified in the progress notes, with correlation and reference to the specific orders as well as the results of tests and treatment. Progress notes shall be written daily for those where there is difficulty in diagnosis or management of the clinical problem. Otherwise, progress notes shall be recorded no less than weekly. In the absence of a child psychiatrist, weekly child and adolescent progress notes written by other disciplines will be authenticated by the countersignature of the treating psychiatrist.
4. A history and physical examination to screen for medical problems related to a psychiatric illness shall be recorded within 24 hours of admission. This report should include all pertinent findings resulting from an assessment of all systems of the body. We do not screen for cancer. If a screening history has been recorded and a physical examination performed within 30 days prior to the patient's admission to the Hospital, a reasonably durable, legible copy of these reports may be used in the client's Hospital medical record in lieu of the admission history and report of the physical examination, provided these reports are updated, including any changes in the client's condition, by a member of our Medical Staff. In such instances, an interval admission note that includes all additions to the history and any subsequent changes in the physical findings must always be recorded. If the client is readmitted within 30 days for the same condition, an interval note shall be sufficient.
5. Initial Psychiatric Evaluations are to be done within 60 hours of admission for all clients, and will contain a medical history, record of mental status, onset of illness and circumstances leading

to admission, description of attitudes and behaviors, estimate intellectual functioning, memory functioning, and orientation, and include an inventory of the client's assets in descriptive, not interpretive fashion.

6. All current and completed records are the property of the Hospital, and shall not be removed from the Hospital complex without a court order, subpoena, or per state statute. This shall apply whether the patient is attended by the same practitioner or by another; also to copies of records, except as released upon authority of the practitioner and the patient, or a responsible representative of the patient.
7. In cases of re-admission of a patient, all previous records shall be available for use by the attending practitioner.
8. Consultations shall show evidence of an examination of the patient and review of the record by the consultant. This report shall be made a part of the patient's record. A limited statement, such as "I concur" does not constitute an acceptable report of consultation.
9. All clinical entries to the patient's medical record shall be accurately dated, timed, and authenticated and legible.
10. Final diagnosis shall be recorded in full without the use of symbols or abbreviations, dated, and signed by the responsible practitioner at the time of discharge of all patients. This will be deemed equally important as the actual discharge order.
11. A discharge summary shall be written or dictated on medical records of all clients according to the following guidelines:
  - a. Psychiatrists, Mental Health Nurse Practitioner and psychologists may dictate discharge summaries as outlined in the Bylaws;
  - b. All required elements will be addressed in the discharge summary, to include recapitulation of the client's hospitalization and recommendations from appropriate services concerning follow-up or aftercare, as well as a brief summary of the client's condition on discharge, and final psychiatric diagnosis;
  - c. Discharge summaries will be done on all clients, including those admitted for alcohol detoxification.
  - d. A complete discharge summary will be done on all deaths that occur at the Community Treatment Center, regardless of the length of stay.
  - e. Discharge summaries will be done as follows:
    - 1) If a client is discharged within 60 hours of admission, a short stay summary will be done. Dictation will be completed within one week of discharge.

- 2) If the client stay is greater than 60 hours, a psychiatric evaluation and a discharge summary will be done. The psychiatric evaluation must be done within 60 hours of admission.
- f. In all instances, the content of the medical record shall be sufficient to justify the diagnosis and warrant the treatment and the end results. All discharge summaries shall be authenticated by the responsible practitioner. The Treatment Director/attending physician shall review and co-sign a representative sampling of a resident physician's discharge summaries and treatment plans.
12. The medical record, including discharge summaries, must be completed within 30 days of discharge by the attending practitioner or his/her designated practitioner, as authorized in the Medical Staff Bylaws. The Health Information Manager or designee will notify the practitioner of his/her delinquent status, with copies of the notice to the Treatment Director and the Administrator of the Hospital.

If these records are not completed within five (5) days, the Health Information Manager will notify the Hospital Administrator. The Hospital Administrator will personally notify the practitioner that:

1. He/she has 24 hours in which to complete the delinquent records. The practitioner will make arrangements with another practitioner to assume their duties while they complete their delinquent records. They will not be assigned any new cases until their records are complete; and
2. continued noncompliance may result in fines, and
3. if noncompliance in completing medical records continues, the Delinquent Record List will be presented to the Quality Assurance Committee for more aggressive action, and
4. this action will be reflected in the practitioner's performance evaluation.
13. Written consent of the client is required for release of protected health information to persons not otherwise authorized to receive this information. In the event that the client is unable to provide written consent, a legal representative may be permitted to give such consent.
14. Only abbreviations approved by the Medical Staff shall be recorded in the medical records of clients. Exceptions may be allowed for commonly used abbreviations which would be recognized by a person who is not in the medical field, which are often used in the community, and which are not medical or professional terms. These terms need not be listed on the Abbreviation List. These would include such terms as TV, meds, rec'd, etc.

#### **SECTION IV: GENERAL CONDUCT OF CARE:**

##### **A. Orders:**

1. Orders may be given only by an appointee of the Medical Staff, resident, or Nurse Practitioner to a registered nurse, or other appropriate health professionals (e.g. occupational therapist, pharmacist, dietitian or psychologist).
2. All orders for treatment shall be in writing, and shall be dated, timed, and signed by the responsible practitioner.
3. Verbal/telephone orders may be given by an authorized practitioner only to a registered nurse and/or pharmacist, occupational therapist, dietitian, psychologist, nurse practitioner or other health professionals as appropriate. Medication orders can be given only to a registered nurse, registered pharmacist, nurse practitioner, or advanced practice nurse prescriber. These orders are to be transcribed into the client's record and dated, timed, and signed by the transcriber. All verbal and telephone orders shall be authenticated, dated, and timed by the prescribing member of the medical staff in writing within 48 hours of receipt.
5. Categories of verbal orders which may be transmitted by a third party (such as a physician's office assistant), rather than directly from a practitioner or duly-authorized allied health professional may be defined in the hospital procedure with approval of the Treatment Director. Such categories of orders shall not include a reference to orders for medications requiring prescription drugs, parenteral fluids, and restraint/seclusion. Such verbal orders shall be dated, timed, and signed by the person who transcribed the order, noting the name of the practitioner and the name of the individual relaying the order per the transcriber's name. The prescribing practitioner must assume responsibility for orders transmitted in such a manner.

A member of the Medical Staff responsible for the care of the patient must order restraint or seclusion prior to the application of restraint or seclusion. If the need for restraint or seclusion happens more quickly that an order cannot be obtained prior, the order must be obtained either during the emergency application of the restraint or seclusion, or immediately (within a few minutes) after the restraint or seclusion has been applied.

At all times, health professionals duly authorized to accept verbal orders are to exercise sound professional judgment in accepting all such orders, and shall retain the right to request direct clarification of these orders from the practitioner.

6. Standing orders and/or instruction sheets shall be instituted only after approval of the Medical/ Administrative Staff Committee. Such standing orders and/or instruction sheets shall be reviewed periodically and revised as necessary. All standing orders and/or instruction sheets must be dated, timed, and signed by the responsible practitioner when utilized, as required for all orders for treatment.
7. Medications shall not be discontinued without notifying the practitioner. If an order expires at night, it should be called to the attention of the practitioner the following

morning, and shall remain in effect for the condition for which it was originally ordered until the practitioner is reached.

8. Orders for medications shall be written in the metric system and include the specific dosage, frequency of dosage, route of administration, and any necessary instructions. PRN orders should specify indication for which the drug is to be administered.
9. Orders for medications shall be written in the metric system and include the specific dosage, frequency of dosage, route of administration, and any necessary instructions. PRN orders should specify indication for which the drug is to be administered.
10. All drugs and medications administered to patients shall be those listed in the latest drug formulary.
11. As far as possible, the use of proprietary remedies is to be avoided.
12. Any time that a drug is used for a non-approved indication, or the dose is more than the established maximum, the therapy should be considered nonconventional and the following procedures are to be followed:
  - a) Literature explaining the rationale of the therapy should be available in the library and the pharmacy. The physician is to provide this literature or request that the librarian obtain it.
  - b) The treatment objectives are to be stated in the client's records.
  - c) The client should be informed of the possible side effects and why the therapy was chosen.
  - d) Medication article may be placed in the client's chart for staff use, if appropriate.
  - e) Hazardous procedure for Unusual Medication Regimes should be followed.

B. Special Procedures:

All special procedures such as the use of Restraint and Seclusion (R&S) are subject to the policies and procedures regulating their use which have been approved by the Medical Staff and are defined in the Medical Staff Policy and Procedure Manual.

C. Miscellaneous:

1. In the case of an adverse drug reaction (ADR), the attending physician shall determine that the reaction is untoward and shall document its significance in the clinical record. The Pharmacy Manager will track and quarterly report the ADR data

to the Medical Staff, who will review the significant incidents and recommend actions.

2. Infection Control designates practitioners to have the authority to institute any appropriate control measures or studies when it is reasonably felt that danger to patients, visitors, or personnel exists.
3. The utilization review and quality assurance plans of this Hospital, as approved, will be adhered to by all attending practitioners.
4. Policies and procedures governing the use of various facilities of the Hospital, preparation of medical records, specialized forms of treatment, disposal of specimens, etc., when determined and published by authorized committees and approved by the Administrative Staff of the Hospital, shall be adhered to by all attending practitioners, and said practitioners are responsible for remaining abreast of all current directives.

**NORWOOD HEALTH CENTER  
PSYCHIATRIC HOSPITAL MEDICAL STAFF  
RULES AND REGULATIONS**

The Medical Staff Rules and Regulations have been approved as of January 27, 2021.

---

Dr. George Melnyk  
Treatment Director

---

Date

---

Jordon Bruce  
Administrator

---

Date

---

Elizabeth Masanz  
Director of Nursing

---

Date