

LINCOLN COUNTY
ADMINISTRATIVE AND LEGISLATIVE COMMITTEE
Lincoln County Service Center, 801 N. Sales Street, Merrill WI 54452, Room 257
Monday, July 11, 2016 at 9:00 a.m.

Agenda

1. Call meeting to order
2. Approval of Minutes from Previous Meeting(s)
3. County Board YTD Budget Report
4. Departmental Reports
 - a. Information Technology Activity and Financial Reports
 - b. Corporation Counsel Activity and Financial Reports
 - c. Veteran Service Activity and Financial Reports
 - d. UW-Extension Activity and Financial Reports
 - e. Administrative Coordinator Activity and Financial Reports
5. 2017 CIP Request - Information Technology Departmental
6. Private Sector interest in Pine Crest
7. Letter and Resolution to Marathon County Supporting NCHC
8. Set Next Meeting
9. Adjourn

DISTRIBUTION:

Administrative & Legislative Committee Members – Robert Lee (Chair), Bob Weaver (Vice Chair), Julie Allen (Secretary), Hans Breitenmoser, Jr., Paul Gilk, Garth Swanson, and Patsy Woller
Administrative Coordinator
Other County Board Supervisors
Department Heads

Service Center – Posted on _____ at _____ .m. by ____
News Media - Notified on _____ at _____ .m. by ____
Courthouse – Posted on _____ at _____ .m. by ____
Tomahawk Annex – Posted on _____ at _____ .m. by ____

There may be a quorum of other Lincoln County committees present at this meeting. Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

**Meeting Minutes of
Lincoln County Administrative and Legislative Committee
Monday, June 6, 2016 at 9:00 am.
Lincoln County Service Center Room 248**

MEMBERS PRESENT: Robert Lee, Robert Weaver, Hans Breitenmoser, Jr, Garth Swanson, Patricia Woller, Paul Gilk, and Julie Allen

MEMBERS NOT PRESENT:

VISITORS: Randy Scholz, Travis Spoehr, Chris Marlowe, NL Bergstrom, and Rick Wolf

1. **Call Meeting to Order:** Chair Lee called the meeting to order at 9:00 a.m.
2. **Approval of Minutes from Previous Meeting:** Motion by Swanson, second by Allen to approve the previous minutes. All ayes.
3. **County Board YTD Budget Report:** County Clerk Marlowe indicated there were no issues with the year-to-date budget. Report was placed on file.
4. **2017 Budget – County Board:** County Clerk Marlowe presented the budget to the Committee. Motion by Weaver, second by Breitenmoser, Jr to approve and move the budget forward. All ayes.
5. **2017 Budget – Information Technology:** Information Technology Director Spoehr presented the budget to the Committee. Motion by Gilk, second by Allen to approve and move the budget forward. All ayes.
6. **Departmental Reports**
 - a. **Information Technology Activity and Financial Reports:** IT Director Spoehr went over his report. Report was placed on file.
 - b. **Corporation Counsel Activity and Financial Reports:** Corporation Counsel Bergstrom went over her report. Report was placed on file.
 - c. **Veteran Service Activity and Financial Reports:** VA officer Wolf went over his report. Report was placed on file.
 - d. **Administrative Coordinator Activity and Financial Reports:** Administrative Coordinator Scholz went over his report. Report was placed on file.
7. **Information Technology – Departmental 10-Year Long-Range Plan:**

Information Technology Director Spoehr presented the department's 10-year plan to the Committee. Motion by Allen, second by Swanson to approve the 10-year plan. All ayes.
8. **Review Administrative Coordinator's Job Description for Compensation Study:**

Administrative Coordinator Scholz went over his job description and explained that department heads reviewed all their employees' job descriptions and that he reviewed the department heads job descriptions for the compensation study. Motion by Gilk second by Woller to approve the job description. All ayes

9. Review Contract for HIPAA Privacy, Security, and Breach Notification Rules – with Three Pillars Technology Solutions LLC:

Administrative Coordinator Scholz explained the need for the service and that it will cover the entire County. Motion by Weaver second by Swanson to approve the contract. All ayes

10. Request for Contingency - \$8,100 for HIPAA Privacy, Security, and Breach Notification Rules Contract:

Administrative Coordinator Scholz explained the need for the request is because this expense was not anticipated or budgeted for in his department's 2016 budget. Motion by Weaver second by Lee to approve and forward to finance. All ayes

11. Set Next Meeting: July 11, 2016 at 9:00 am.

12. Adjourn Motion by Breitenmoser, Jr., second by Swanson to adjourn at 10:23 am. All ayes

2-19-16

FOR 2016 13

ACCOUNTS FOR: 10 COUNTY BOARD	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0001 COUNTY BOARD CHAIRMAN							
10100151 511000 C.B. WAGE SALARY	7,500	0	7,500	3,125.00	.00	4,375.00	41.7%
10100151 511001 C.B. PER DIEM	20,000	0	20,000	8,239.82	.00	11,760.18	41.2%
10100151 520000 C.B. EMP BENEFIT	2,000	0	2,000	780.16	.00	1,219.84	39.0%
10100151 554001 PRINTING ALLOCATIO	2,500	0	2,500	669.43	.00	1,830.57	26.8%
10100151 555000 C.B. TRAV TRAIN	3,400	0	3,400	1,166.16	.00	2,233.84	34.3%
10100151 560000 C.B. SUPPLIES	11,500	0	11,500	1,837.92	.00	9,662.08	16.0%
TOTAL COUNTY BOARD CHAIRMAN	46,900	0	46,900	15,818.49	.00	31,081.51	33.7%
0002 COUNTY BOARD COMMITTEES							
10100251 511001 COMM PER DIEM	42,000	0	42,000	13,150.09	.00	28,849.91	31.3%
10100251 520000 COMM BENEFITS	2,500	0	2,500	759.01	.00	1,740.99	30.4%
10100251 555000 COMM TRAVEL TRAIN	2,000	0	2,000	313.97	.00	1,686.03	15.7%
10100251 556000 COMM NACO DUES	614	0	614	.00	.00	614.00	.0%
10100251 556001 COMM DUES WCA	7,000	0	7,000	6,536.00	.00	464.00	93.4%
10100251 556002 COMM ITBEC	1,001	0	1,001	1,001.00	.00	.00	100.0%
10100251 556003 COMM REG PLAN COMM	21,461	0	21,461	21,461.00	.00	.00	100.0%
10100251 556004 COMM CHAM OF COMM	5,000	0	5,000	4,925.00	.00	75.00	98.5%
10100251 560000 COMM SUPPLIES	3,500	0	3,500	1,523.76	.00	1,976.24	43.5%
10100251 571000 FAIRGROUND PYMT TO	0	749,803	749,803	811,211.40	.00	-61,408.40	108.2%*
TOTAL COUNTY BOARD COMMITTEES	85,076	749,803	834,879	860,881.23	.00	-26,002.23	103.1%
0003 PUBLIC LIBRARIES							
10100355 531220 LIBRARY SERVICES	613,304	0	613,304	307,096.50	.00	306,207.50	50.1%
10100355 532000 LIBRARY SERV-OTHER	18,892	0	18,892	18,891.95	.00	.05	100.0%
TOTAL PUBLIC LIBRARIES	632,196	0	632,196	325,988.45	.00	306,207.55	51.6%
0004 HUMANE SOCIETY							
10100454 532000 HUMANE SOCIETY	35,000	0	35,000	26,250.00	.00	8,750.00	75.0%

2-19-16

FOR 2016 13

ACCOUNTS FOR: 10 COUNTY BOARD	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL HUMANE SOCIETY	35,000	0	35,000	26,250.00	.00	8,750.00	75.0%

0005 ECONOMIC DEVELOPMENT							
10100556 532000 ECONOMIC DEVELOPME	45,000	0	45,000	45,000.00	.00	.00	100.0%
TOTAL ECONOMIC DEVELOPMENT	45,000	0	45,000	45,000.00	.00	.00	100.0%

0007 NORTH CENTRAL HEALTH CARE							
10100754 532000 NCHCF PROF SERV	541,682	26,000	567,682	283,841.00	.00	283,841.00	50.0%
TOTAL NORTH CENTRAL HEALTH CARE	541,682	26,000	567,682	283,841.00	.00	283,841.00	50.0%

0008 NO CENTRAL COM ACTION PROGRAM							
10100856 532000 NCCAP	8,000	0	8,000	8,000.00	.00	.00	100.0%
TOTAL NO CENTRAL COM ACTION PROGRAM	8,000	0	8,000	8,000.00	.00	.00	100.0%

0075 WVLS							
10107555 556000 WVLS MEMBERSHIP	4,177	0	4,177	4,176.98	.00	.02	100.0%
TOTAL WVLS	4,177	0	4,177	4,176.98	.00	.02	100.0%

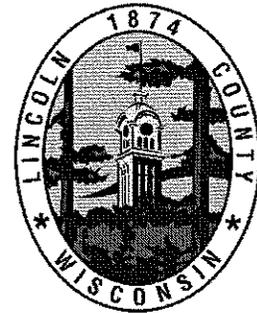
0099 FAMILY CARE							
10109954 536000 ADRC EXPENDITURE	149,466	0	149,466	74,733.00	.00	74,733.00	50.0%
10109954 571000 STATE FAMILY CARE	289,849	0	289,849	.00	.00	289,849.00	.0%
10109954 571001 ADRC EXPENDITURES (0	0	0	2,232.41	.00	-2,232.41	100.0%*
TOTAL FAMILY CARE	439,315	0	439,315	76,965.41	.00	362,349.59	17.5%

2-19-16

FOR 2016 13

ACCOUNTS FOR:
10 COUNTY BOARD

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMIS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL COUNTY BOARD	1,837,346	775,803	2,613,149	1,646,921.56	.00	966,227.44	63.0%
TOTAL EXPENSES	1,837,346	775,803	2,613,149	1,646,921.56	.00	966,227.44	



Information Technology Director's Report

From: 5/25/2016

To: 7/1/2016

Key Projects Recently Completed

Lincoln County

- ❖ Completed open Help Desk tickets and requests for Lincoln County and ADRC-CW users.
- ❖ Deployed new workstations and laptops and processed phone change requests.
- ❖ Patched workstation and server operating systems and upgraded department specific applications.
- ✓ Assisted Pine Crest to upgrade their payroll software to latest version.
- ✓ Helped Pine Crest staff work through browser and access issues with Point, Click, Care system.
- ✓ Assisted auditors by providing active users and active assets assigned to users and departments.
- ✓ Installed new video visitation unit in cell block A that was destroyed by an inmate.
- ✓ Assisted Land Services with getting a new plotter on the network and functioning as expected.
- ✓ Changed group policy settings to allow for faster server access by IT staff.
- ✓ Worked through printing issues with Tomahawk EMS staff at Sacred Heart for Ambulance Billing.
- ✓ Worked with our SPAM filtering company to improve our rules due to a rash of SPAM emails getting through to end users.
- ✓ Fixed broken website links to "Packets"
- ✓ Viewed and participated in a demonstration of new TriTech "Zuercher" platform with Sheriff's Office.

ADRC-CW

- ✓ Updated email distribution lists to reflect employee turnover and/or office changes.
- ✓ Set up video conferencing system for June board meeting held in Merrill.

Key Ongoing and Upcoming Projects

- Remote location switch upgrades. – In progress – PCNH scheduled for early July.
- Development of Fiber Infrastructure Plan to determine ROI. – Group and stand-alone fiber plans completed and in review. Expecting Livermore Technologies, LLC to present August/September 2016.
- SharePoint 2013 deployment – 2017 – Licensed via current Microsoft Enterprise Agreement.
- Migration to Office 2013 – deployment coinciding with workstation upgrades for users.
- Upgrade wireless infrastructure. – RFP released and conducting site visits - Summer/Fall 2016.
- Upgrade voice gateway and voice routers. CIP Project - Fall 2016 – 2800 series out of support October 2016.
- Upgrade to latest Tritech Platform for Sheriff's Office – 2017.
- 2017 CIP – Pending approval - Implement new Backup and Disaster Recovery Solution – Early 2017.
- Print Services Contract (5 year term) expires April, 2017. Beginning data collection for RFP.

Statistics

Help Desk Statistics (Monthly/Year to Date):

Help Desk Requests Received: 235/1233

Help Desk Requests Closed: 231/1233

Website Statistics (Monthly/Year to Date):

Total Visits – 14,786/74239

Total Unique Visitors – 6,637/32,516

After Hours Support Statistics:

2016 – 31 Calls

2015 – 47 Calls

2014 – 85 Calls

2013 – 104 Calls

2012 – 89 Calls

2-19-16

FOR 2016 13

ACCOUNTS FOR: 25 INFORMATION TECHNOLOGY	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0000 DIVISION							
10250051 511000 IT SALARIES / WAG	300,339	0	300,339	136,036.99	.00	164,302.01	45.3%
10250051 520000 IT EMPL BENEFITS	121,521	0	121,521	57,519.40	.00	64,001.60	47.3%
10250051 530000 IT PROFESSIONAL SE	13,000	0	13,000	12,701.28	.00	298.72	97.7%
10250051 552001 IT TELEPHONE	500	0	500	493.01	.00	6.99	98.6%
10250051 554001 PRINTING ALLOCATIO	400	0	400	131.80	.00	268.20	33.0%
10250051 555000 IT TRAVEL TRAINING	7,500	0	7,500	1,613.42	.00	5,886.58	21.5%
10250051 560000 IT OFFICE SUPPLIES	500	0	500	114.01	.00	385.99	22.8%
10250051 560001 IT PRINTER SUPPLIE	1,500	0	1,500	99.22	.00	1,400.78	6.6%
10250051 561005 IT HARDWARE	62,500	0	62,500	23,324.04	.00	39,175.96	37.3%
10250051 561006 IT HARDWARE WARR,	16,225	0	16,225	11,959.87	.00	4,265.13	73.7%
10250051 561101 IT POSTAGE	200	0	200	18.98	.00	181.02	9.5%
10250051 561103 IT SOFTWARE	13,000	0	13,000	7,891.31	.00	5,108.69	60.7%
10250051 561105 IT SOFTWARE WARR,	154,055	0	154,055	101,939.42	.00	52,115.58	66.2%
10250051 561420 IT VOICE/DATA/VIDE	46,920	0	46,920	19,346.60	.00	27,573.40	41.2%
10250051 561430 IT MISC PARTS	2,500	0	2,500	1,324.84	.00	1,175.16	53.0%
10250057 581003 IT HARDWARE OUTLAY	50,000	0	50,000	.00	.00	50,000.00	.0%
TOTAL DIVISION	790,660	0	790,660	374,514.19	.00	416,145.81	47.4%
0098 ADRS IT SUPPORT							
10259851 571000 ADRS MISC EXPENDIT	0	0	0	9,445.77	.00	-9,445.77	100.0%*
TOTAL ADRS IT SUPPORT	0	0	0	9,445.77	.00	-9,445.77	100.0%
TOTAL INFORMATION TECHNOLOGY	790,660	0	790,660	383,959.96	.00	406,700.04	48.6%
TOTAL EXPENSES	790,660	0	790,660	383,959.96	.00	406,700.04	



Lincoln County Corporation Counsel

N. L. Bergstrom

Corporation Counsel
715/539-1015

nbergstrom@co.lincoln.wi.us

Lincoln County Service Center

801 N. Sales Street, Suite 207

Merrill, WI 54452

Fax: 715/539-8053

ACTIVITY REPORT

5/26/16 – 6/27/16

Department/Committee	Hours	Subject Matter
A&L	10.00	NCHC mtgs, wage study
Admin	16.00	New staff/training
Chapter 51	39.75	Mental, AODA commitments
Chapter 55	3.00	Guardianships & Protective Placements
Clerk of Courts	3.75	Brewington, citations
County Board	8.75	
County Clerk	1.25	Tax deed process
Courts		
Department of Social Services	13.25	GIT, CR case, scl wkr training re ch 51
Emerg Mgmnt	1.00	Drone use policy
Finance	4.00	10 year plan, cost allowance report, penalty provision ord
Forestry		
Health	4.25	MAPs K - rev, HHH ord – rev, White Birch
Hwy	4.75	Plow blade RFP, Tractor RFP, Uniform RFP
IT	3.75	Livermore
Land Services	14.00	CSchulz, Hoffman, GPS units RFPs (2)
Law Enforcement/LISO	5.75	Lab K, DPPA decision, LincHills records requests
Pine Crest	3.75	
Probate	2.00	
Pub Prop	7.50	Window RFP, Flooring RFP – rev, LISO concrete RFP, Humane Soc/City property
Register of Deeds		
Solid Waste		
Treasurer	1.00	Harrison prop/park issue
UW Ext		
Totals	152.50	

2-19-16

FOR 2016 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21 CORPORATION COUNSEL							
0000 DIVISION							
10210051 511000 CORP COUNSEL SALAR	116,290	0	116,290	45,692.72	.00	70,597.28	39.3%
10210051 520000 CORP COUNSEL EMPLO	52,658	0	52,658	19,787.47	.00	32,870.53	37.6%
10210051 531020 CORP COUNSEL OUTSI	0	0	0	337.50	.00	-337.50	100.0%*
10210051 531210 CORP COUNSEL CODIF	3,000	0	3,000	846.89	.00	2,153.11	28.2%
10210051 552001 CORP COUNSEL TELEP	300	0	300	97.20	.00	202.80	32.4%
10210051 554001 PRINTING ALLOCATIO	1,500	0	1,500	229.18	.00	1,270.82	15.3%
10210051 555000 CORP COUNSEL TRAVE	2,500	0	2,500	1,480.75	.00	1,019.25	59.2%
10210051 560000 CORP COUNSEL SUPPL	750	0	750	265.77	.00	484.23	35.4%
10210051 561101 CORP COUNSEL POSTA	200	0	200	21.10	.00	178.90	10.6%
10210051 564000 CORP COUNSEL LIBRA	1,500	0	1,500	214.26	.00	1,285.74	14.3%
10210051 571000 CORP COUNSEL MISCE	0	0	0	30.00	.00	-30.00	100.0%*
TOTAL DIVISION	178,698	0	178,698	69,002.84	.00	109,695.16	38.6%
TOTAL CORPORATION COUNSEL	178,698	0	178,698	69,002.84	.00	109,695.16	38.6%
TOTAL EXPENSES	178,698	0	178,698	69,002.84	.00	109,695.16	



LINCOLN COUNTY VETERANS SERVICE OFFICE



801 N. SALES STREET · SUITE #104 · MERRILL, WI 54452
PHONE: (715) 539-1083 · FAX: (715) 539-8324

RICHARD J. WOLF
VETERANS SERVICE OFFICER
rwolf@co.lincoln.wi.us

PAMELA SCHOTZ
PROGRAM ASSISTANT
pschotz@co.lincoln.wi.us

July 1, 2016

Veterans Services Report for the month of June, 2016

- On June 6th CVSO attended Iron Mountain Director's Meeting. The issues with the Veterans Choice Program as well as the new standards for the VA's payment of emergency room visits were discussed.
- The County Veterans Service Office grant application was turned into the Wisconsin Department of Veterans Affairs on June 14th. New standards simplifying the process have been temporarily established by the Governor's office until the Wisconsin Department of Veterans Affairs can create clearer guidelines.
- On June 24th CVSO attended the Northeastern Veterans Service Officers' meeting. The training was on the various education benefits offered by state, federal, and other entities.

Richard J. Wolf, Veterans Service Officer.

2-19-16

FOR 2016 13

ACCOUNTS FOR:
27 VETERANS DEPARTMENT

0000 DIVISION	ORIGINAL APPROP	TRANSFRS/ADJUSTMNTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10270054 511000 VETERANS SALARIES	84,209	0	84,209	38,536.25	.00	45,672.75	45.8%
10270054 520000 VETERANS EMPLOYEE	53,202	0	53,202	25,791.60	.00	27,410.40	48.5%
10270054 552001 VETERANS TELEPHONE	850	0	850	185.21	.00	664.79	21.8%
10270054 554001 PRINTING ALLOCATIO	1,200	0	1,200	416.50	.00	783.50	34.7%
10270054 555000 VETERANS TRAVEL TR	3,400	0	3,400	1,111.90	.00	2,288.10	32.7%
10270054 560000 VETERANS SUPPLIES	800	0	800	2,707.65	.00	-1,907.65	338.5%*
10270054 561101 VETERANS POSTAGE	900	0	900	234.26	.00	665.74	26.0%
10270054 561440 VETERANS GRAVE CAR	1,000	0	1,000	976.38	.00	23.62	97.6%
10270054 570000 VETERANS FUEL ASSI	2,000	0	2,000	.00	.00	2,000.00	.0%
TOTAL DIVISION	147,561	0	147,561	69,959.75	.00	77,601.25	47.4%
0054 VETERANS RELIEF							
10275454 511001 VETERANS RELIEF PE	625	0	625	321.80	.00	303.20	51.5%
10275454 571000 VETERANS RELIEF MI	4,375	9,816	14,191	5,096.57	.00	9,094.43	35.9%
10275454 571001 ROLLING THUNDER EX	0	500	500	.00	.00	500.00	.0%
TOTAL VETERANS RELIEF	5,000	10,316	15,316	5,418.37	.00	9,897.63	35.4%
TOTAL VETERANS DEPARTMENT	152,561	10,316	162,877	75,378.12	.00	87,498.88	46.3%
TOTAL EXPENSES	152,561	10,316	162,877	75,378.12	.00	87,498.88	

May and June 2016 Lincoln County UW-Extension - Amanda Kostman

Family Living Educator (65% FTE)

4-H Youth Development Program Advisor (35% FTE)



Strong Women (Family Living) - information about this program can be found at <http://lincoln.uwex.edu/family-living-and-nutrition-education/strongwomen/>

- 1 Tomahawk Strong Women – Strong Bones Program ran June 1-August 6, with 39 women enrolled with four certified instructors covering the classes.
- 1 Merrill Strong Woman Class (May 25-June 24) did not occur due to low enrollment. Worked to increase enrollment for the possible July 27-August 26 Class.
- Continued the registration process for Fall Strong Women Programs in Merrill and Tomahawk.

Parenting (Family Living) - Served as the webmaster for the Lincoln County Parent Support Network website hosted by UW-Extension at <http://fyi.uwex.edu/lcparentsupport/> (61 subscribers) and also promoted opportunities on Facebook. Actively participated in 1 meeting with partners.

Teen Court (4-H Youth Development) - information about this program can be found at <http://lincoln.uwex.edu/4-h-youth-development/lincoln-county-teen-court/>

- Success Skills Program – 7 youth were signed up for the class (referrals by: Juvenile Court: 6; Teen Court 1). 5 youth showed up for at least one class with 3 successfully completing the class and 1 still working on an assignment to complete the class. <http://lincoln.uwex.edu/4-h-youth-development/success-skills-program/> for details
- 1 Teen Court Hearing – 10 panel members heard 1 case on May 14th. Two cases have been scheduled for July and August Hearings. Four additional cases received case management (1 referred back to court for non-compliance, 2 successfully completed their sanction and 1 is in progress). Panel members refined, used and learned skills. Youthful offenders were held accountable for their behavior while also feeling values by the community to help them learn skills, change thinking patterns and help them to become law abiding, contributing citizens.

4-H Community Club Program (4-H Youth Development) –

- Continued working with Taylor, Waupaca and Portage County 4-H Staff to plan and implement 4-H Summer Camp Programs (see <http://lincoln.uwex.edu/4-h-youth-development/4-h-community-club-programs/activities/4-h-camps/>). Camp Counselors learn valuable organizational and planning skills, increased their skills to work together, and learned skills to help them to make the summer camp program a safe, fun and rewarding experience for the campers.
- Two 4-H Summer Camps were held June 10-11 for youth in grades 2-4 with 52 Campers (9 from Lincoln County); 10 Counselors, and 13 Adult Staff (2 from Lincoln County) and June 18-20 for youth in grades 5-8 with 32 Campers (6 from Lincoln County); 8 Counselors (3 from Lincoln County), and 10 Adult Staff (2 from Lincoln County). Like other 4-H projects and activities, 4-H camp is centered around the idea of providing youth a fun, hands-on environment to build and strengthen valuable life skills. According to a large research study by the American Camp Association, summer camps positively affect children in the following ways: Children become more confident and experience increased self-esteem; Children develop more social skills that help them make new friends; Children grow more independent and show more leadership qualities; Children become more adventurous and willing to try new things

Other Meeting and Events:

- Co-Facilitated registration/event of the Understanding Trauma in Lincoln County: Awareness, Advocacy, Action with 132 registrants and 128 people in attendance.

Based on needs identified through producer needs assessments and needs of partnering organizations, I am focusing my programming efforts on Nutrient Management, Crop Management, and Small Farm/Local Foods.

Nutrient Management

Goal: Implementation of tillage practices and nutrient applications that enhance profitability and protect water quality

- Collected biomass samples and nitrate nitrogen soil samples from the cover crop project funded by the Sustainable Agriculture, Research, and Education (SARE) program in cooperation with Dane, Dunn, and Shawano County UW-Extension offices and the Michael Fields Institute. Results from the first year of this study will be shared during a field day for governmental agencies and surrounding producers. (May – June)
- Participating in a soil decomposition project measuring soil microbe activity in no till and tilled soils with and without manure. This is in collaboration with UW-Extension offices throughout Eastern and Central Wisconsin and the UW Madison Soils Department. Soil microbe respiration is one of the measures the USDA Natural Resource Conservation Service uses to determine soil health. Preliminary data suggests continuous corn with manure had more microbial activity than a no-till soil without manure and more than a diverse crop rotation. The objective is to measure soil microbe activity in a variety of soils and tillage practices to determine any differences. (June)

Crop Management

Goal: Enhance profitability through economic decisions that protect crop yields and sustain the natural environment

- Received funding from the North Central Extension Risk Management Education Grant Program to continue offering Hmong Pesticide Applicator Training workshops throughout the state in late 2016 and early 2017. Collaborators include UW-Extension Offices in Dane, Lincoln and Marathon Counties, UW Pesticide Applicator Training Program, and the Wisconsin Department of Agriculture, Trade, and Consumer Protection. Sites for the coming year's workshops include Wausau, La Crosse, Eau Claire, and Milwaukee. All travel expenses are being covered by the grant. (June)
- Professional Development: Attended the Alfalfa Intensive Training Seminar at the UW Arlington Research Station. This was a two day workshop covering how to establish alfalfa to how to feed alfalfa to dairy or other livestock. (May)

Small Farms/Local Foods

Goal: Implementation of practices that create a direct link between producers and consumers that builds financial capital within a community and ensures community members have access to affordable, nutritious food

- The Tall Pines Community Garden plots are mostly rented for this growing season. Container and raised bed garden activities are taking place for the Pine Crest Nursing Home residents. A garden committee consisting of UW-Extension, Lincoln County Health Department, and Live Sustainable has been formed to manage the garden and plan educational workshops and events throughout the growing season. (May - June)
- Collaborating with Taylor and Waushara County UW-Extension offices and Cooperative Extension Technology Services to develop a free mobile website to promote direct market farms such as roadside stands, farmers' markets, or upick/cut farms. The goal is to develop a site that allows consumers to easily locate the direct market farms by searching by city or product resulting in an increase in sales for the producer. We are currently exploring options to develop a site by the end of this year. (June)

Additional Programs and Activities

- Collaborated with the Merrill High School Agricultural Education teacher and the Merrill FFA Alumni Association to host a Youth Tractor Safety Workshop on April 23rd and 30th, and May 7th. This workshop teaches youth safe operation of farm machinery and also covers other aspects of farm safety. After passing a written test and driving skills test, this workshop certifies youth ages 12 and 13 to operate machinery on public roads for their parents' farms and youth 14 and 15 to operate machinery on public roads for employers. This year ten youth from Lincoln and surrounding counties participated and earned certificates to operate farm machinery. (May)

Narrative Report for May & June 2016

Art Lersch, University of Wisconsin – Extension, Lincoln County
Community, Natural Resources & Economic Development (CNRED) Educator

Meetings

During the months of May and June 2016, I taught, led, or contributed to discussions in 26 meetings/presentations/trainings attended by residents, community leaders, government officials, university stakeholders, and nonprofit staff. 675 contacts were served in Lincoln County and statewide (as of June 28).

Primary Initiatives

Organizational Planning/Change

- Merrill Historical Society: From late 2013 through early summer 2014, I developed and led a comprehensive organizational planning process for the Merrill Historical Society. In April of this year, the board president asked me to conduct an evaluation with the board on how much progress has been made achieving organizational plan goals and what items in the plan not completed should still be pursued. During the June meeting, board members identified several goals that were achieved from the plan including creating and operating a committee driven organization, completing the museum building project, designing and constructing professional exhibits, and increasing museum hours. Items not addressed from the plan that will be pursued in the coming year include establishing better coordination between budgeting and fundraising strategies and strengthening exhibit design and construction processes. In July, I will continue to work with the group as they decide what to do about storage for display items.
- St. Vincent De Paul Fee Clinic: In June, I began a two session goal setting process with Free Clinic stakeholders. This is the first attempt at anything like strategic planning by the clinic in its 11 year history. During the first session, I led the group through a mission review (a subcommittee will revise the statement), identification of accomplishments, an environmental analysis, and a SOAR+C (strengths, opportunities, aspirations, results, and challenges) exercise. Based on first session work, goals for the next two years will be determined and action planning will take place at a second meeting in August.
- Wisconsin County Forest Association Feedback: Following my most recent work with the WCFA, I asked the director to evaluate my work over several years with the organization. The following excerpt relating to my most recent work with the organization is taken from several paragraphs of narrative. *“During the winter months of late 2015 and early 2016 Art again agreed to lead us through the strategic planning process. There had been a number of retirements among county forest administrators and our WCFA Board of Directors also had many new faces. It was exciting and gratifying to watch Art guide our group, once again, through this process and observe the participation level he was able to achieve with our members....We would not have been able to accomplish all we have done in the past eight years without the services and expertise offered by Art. He truly excels in his work.”*

Additional Initiatives

- City of Merrill Employee Housing Survey: At the request of the city’s mayor, I began work on a survey targeting Merrill’s large company human resource directors. The survey is being designed primarily to determine the extent to which they believe their employees who commute from outside the city would like to locate suitable housing within city limits. Results will also help determine how important housing is when attempting to recruit skilled employees.
- Lincoln County Trauma Informed Care Program (May; 130 people from throughout the region attended; helped the Trauma Informed Care Group plan the session)
- WCC Convention Presentation (May; spoke in front of 360 delegates on strategic plan evaluation techniques)
- National Main Street NOW Conference Presentation (May; spoke to 45 Main Street administrators from throughout the country on my role helping to make Tomahawk Main Street a reality and supporting that organization over the years)
- LINC CAN Initiative (Joined Lincoln County IT director in meeting to discuss the project with MAPS new superintendent)
- Rural Broadband (continued to answer citizens’ questions on the Frontier CAF II project)



**Tammy Hansen, Wisconsin Nutrition Education Program (WNEP)
Coordinator- Lincoln/Marathon Counties (20% FTE)**

Melissa Yates, WNEP Educator, Lincoln County (60%)

May/June 2016 Report

Program Focus

WNEP's goal is to provide educational programs that increase, within a limited budget, the likelihood that low-income families and individuals will make healthy food choices and choose active lifestyles consistent with the most recent advice reflected in the Dietary Guidelines for Americans and MyPlate.gov. The Lincoln County program concentrates our efforts in three main areas. First, in order to work toward combating childhood obesity and get our youth off to a good start, we partner with three low-income schools within the Merrill School District, Jefferson, Washington, and Kate Goodrich Elementary Schools, to provide nutrition education in 18 school classrooms. Second, we provide adult nutrition education in partnership with others like Good Samaritan Hospital at food pantries and other sites in lessons designed to teach participants how to stretch their food dollars and how to prepare the foods that are available at the pantries. The third focus area is coalition work that is aimed at initiating systems changes that will make it easier for low-income Lincoln County residents to eat a healthy diet within a tight budget.

WNEP Update:

Now that Melissa has been on board for almost three months, we are finally feeling that we are getting caught up. We have been busy planning series classes with Haven, the Tomahawk Food Pantry, Jenny Towers and Park Place to begin later this summer as well as planning some new programming for next year.

May/June Programming Highlights:

Youth: In May, we concluded our bi-weekly school nutrition program with eighteen classrooms at Kate Goodrich, Jefferson, and Washington Elementary Schools. We will be starting a seven-week series with Kinship in July.

Adult: On April 28th, a nutrition/food demo was conducted with eighteen parents at Merrill Head Start focusing on the importance of ensuring half the grains you eat are wholegrains. Then on April 29th, a similar food demo was held with eight Tomahawk Head Start parents. In June, two nutrition lessons/ food demos were conducted with thirty Merrill Food pantry clients that focused on increasing fruit vegetable consumption. Educators demonstrated the use of a food chopper to make hummus, cowboy salsa, and a healthy homemade ranch dressing that uses cottage cheese. Participants at all food demos received their own food chopper, electric frying pan, or slow cooker to take home as an incentive to attend the lesson.

Other Activities:

May 4- Tammy attended the first annual statewide Health and Hunger Summit in Wisconsin Rapids

May 10- Tammy and Melissa attended the Lincoln County Interagency Meeting

May 16 & June 27- Tammy and Melissa attended monthly Lincoln County Extension staff meeting

June 3 & 4- Tammy attended the National Farm to Cafeteria (School) Conference in Madison

June 20- Tammy presented about school and pantry partnerships as part of a tour during the state WACEC conference in Wausau

June 29- Tammy attended the first part of a two-session training on Social Marketing at the Lincoln County Health Department



May - June 2016 Program Highlights

Debbie Moellendorf, 4-H Youth Development Educator and Department Head
deborah.moellendorf@ces.uwex.edu 715-539-1077

UW-Extension 4-H Youth Development integrates research, education, and community-based partnerships, enabling youth to learn and practice skills to be productive citizens.

Leadership for the county 4-H program – *The 4-H community club program is Extension's fundamental model for youth programming. Most 4-H programs feature volunteer-led experience-based learning, built upon curriculum that is developed and supported by University faculty. 4-H youth development personnel are responsible for connecting the educational and civic mission of 4-H with community youth interests.*

- Continued to provide training and resources to the adult leaders and older youth leaders who provide leadership for the Clothing Project Group, Cooking Karma Club, Crafty Artist Group, Dairy Committee, Dog Committee, Food Preservation, Horse Committee, Leaders' Association Board of Directors, Robotics, and Shooting Sports Project as requested and needed. County educational opportunities were offered by all of these groups during the months of May and June. Assisted in promoting these opportunities through the 4-H newsletter, blog and on our website.
- Worked with Fair Association Secretary to conduct Fair Superintendent training on May 5th and provided assistance to fair exhibitors during the Lincoln County Fair entry process that concluded on June 15th. Since 1920, when the first 4-H club was organized in Lincoln County, 4-H'ers in Lincoln County have been exhibiting their 4-H project work at the Lincoln County Fair. Exhibiting at the Lincoln County Fair is one of many learning experiences that contribute to the positive development of a young person in 4-H. Through the fair judging experience youth learn, recognize their accomplishments (effort and successes), evaluate their efforts, and are guided through a process to consider what they might learn next. Participation in the fair helps youth build important life skills they can use the rest of their lives. Extension Educators work with the local Fair Association and their volunteers to support and provide educational opportunities during the County Fair.

Strengthening Community for Positive Youth Development – *Work with numerous organizations to help them increase organizational capacity and sustainability to address local youth needs and create an environment for positive youth development. This community leadership role takes several forms, including catalyst/organizer and technical resource.*

- In June, received \$5,000 from Ministry Good Samaritan Health Center to further support the efforts of the Lincoln County Drug Free Coalition to carry out our mission to bring various sectors of the community together to reduce the use/abuse of alcohol, tobacco, and other drugs among youth, and over time, among adults. These funds will be used to purchase goggles that mimic the effects of marijuana and alcohol use along with educational kits that will be used by coalition members during youth and community educational events; to promote the Know! Program (Start Talking – Building a Drug-Free Future) – a tool that parents can sign up for to receive tips by email that contain current facts about alcohol, tobacco and other drugs, as well as action steps they can take to help children resist peer pressure to use; and to further expand the Merrill Social Norms marketing campaign in 2016-17 school year. As a member of the leadership team for the Lincoln County Drug Free Coalition since its beginning in 2003, I currently serve as the Director for the coalition, provide leadership for the Merrill and Tomahawk Social Norms project and maintain the coalition's website (<http://lincoln.uwex.edu/p/dfc/>).
- Received the Merrill Middle and High School Social Norms student survey results from Northern Illinois University in late May. Have begun reviewing and sharing the results with Merrill School Administrators, Drug Free Coalition members and the Merrill Social Norms committee as we plan for our 2016-17 school year marketing campaign. Results from the Merrill High School student survey indicate that from 2007 to 2016, there was an important reduction of perception of alcohol use among Merrill High School students as measured by a decrease in perception of alcohol as the typical socializing beverage (27% to 17%), perception of students driving after drinking (77% to 63%), riding in a vehicle with another student who had been drinking (84% to 69%), and perception of peers who have drank alcohol in past 30 days (93% to 87% perceived used by typical student; 60% to 54% perceived use is normative [more than half their peers used]). Between 2007 and 2016, the actual reported 30 day use of alcohol has dropped by 16% (47% to 31%) and the percentage of students that reported never drinking alcohol increased by 24% (26% to 50%).
- Taught a session entitled, "Changing Perceptions Leads to Healthier Lifestyle Choices" during the Wisconsin Association of County Extension Committees statewide conference in Wausau on June 20, 2016 (5 female and 2 male participants). During the presentation I provided an overview of the Lincoln County Drug Free Coalition and the Social Norms project along with results we have measured through the social norms surveys.

Department Head

- Continue to stay abreast of the nEXT Generation Project in order to keep department staff and oversight committee members up to date on progress of this project. To date, nine work groups have been appointed by the executive sponsors including County and Tribal Organizational Structure Planning Work Group that Art Lersch has been selected for and the Family Living Programs Planning Work Group which I will be serving on. Additional works groups will be announced soon. Attached to this report is the most recent update memo sent to county partners on May 20th. General updates about the project continue to be made available on the web at <http://blogs.ces.uwex.edu/nextgeneration/>.

nEXT Generation project



Communication Memo

To: County and tribal officials, community members, and other Cooperative Extension partners

From: *nEXT Generation* project communications committee

Re: UW-Extension *nEXT Generation* project updates

Date: May 20, 2016

This memo provides background, news and general updates on *nEXT Generation* from the project communications committee responsible for managing project-related communications.

This memo includes information on:

- **Project schedule updates**
- **Upcoming dates for county dialogues**
- **Work group co-chairs announced, members of groups being notified**
- **Project information, questions and comments**

Project schedule updates

Executive sponsors for the *nEXT Generation* project have approved an updated schedule that sets targets for work that will take place over the next year. The schedule remains subject to adjustment, but includes the following:

- All work groups will begin meeting in May or June 2016.
- Work groups will begin delivering assessment and analysis deliverables in late summer through the fall of 2016.
- The project will begin announcing major decisions and changes in the beginning of 2017.
- No job reductions as a result of the *nEXT Generation* project will occur before Feb. 1, 2017.
- Work groups will complete implementation planning tasks by June 2017.

In part, the modified timeline accommodates more opportunities for engagement with county and tribal leaders, community members, and other stakeholders.

Upcoming dates for county dialogues

County board members, county administrators, UW-Extension staff and other local stakeholders have been invited to a number of county/area dialogues with *nEXT Generation* project executive sponsors UW-Extension Provost Aaron Brower; Cooperative Extension Dean and Director Richard M. Klemme; and UW-Extension and UW Colleges Vice Chancellor for Administration and Finance Steve Wildeck. Cooperative Extension regional directors are helping to organize and facilitate the meetings.

To date, we have scheduled 13 county/area locations through August, including 29 counties and two tribal communities. At these meetings Aaron, Rick and Steve will provide the latest news from the project and discuss the budget challenge and efficiency goals that drive it. They will devote most of the time to hearing partner and stakeholder perspectives about the future of Cooperative Extension.

Dates and times for dialogues scheduled through June include:

- May 23, Crawford, Monroe, Richland and Vernon counties
- May 25, Chippewa County
- May 25, Buffalo County
- May 31, Clark, Portage, Wood and Marathon counties
- June 2, Calumet, Outagamie, Waupaca and Winnebago counties

If you are interested in creating a dialogue with neighboring counties, please send a note to nextgencommunications@ces.uwex.edu.

Work group co-chairs announced, members of groups being notified

Eighteen Cooperative Extension faculty and staff members have agreed to serve as co-chairs of nine work groups, and invitations for members to serve on these groups within the programming, organizational structure and program development categories were sent to colleagues on Monday, May 16. As of May 19, about 75 percent of member contacts have responded and agreed to serve.

When we've heard back from members of these nine groups, and when rosters for the groups are filled, we will announce the membership. We hope we can make these announcements next week.

The executive sponsors continue to review the membership of an additional nine support work groups. As soon as the membership is set, invitations will be emailed to colleagues.

The following work group co-chairs have agreed to serve:

Programming Category:

- **Programming Category Work Group:** Carrie Edgar, Dane County UW-Extension department head and Community Food Systems educator, and Karl Martin, Community, Natural Resources and Economic Development State Program director
 - **Agriculture and Natural Resources (ANRE) Planning Work Group:** Jed Colquhoun, Environmental Resources co-director, and Dave Williams, ANRE Assistant State Program director
 - **Community, Natural Resource and Economic Development Planning Work Group:** Catherine Neiswender, Winnebago County Community Development educator, and Patrick Robinson, Environmental Resources co-director
-

- **Family Living Programs Planning Work Group:** Ann Keim, Family Living Programs interim director, and John Pinkart, Oconto County Wisconsin Nutrition Education Program coordinator
- **4-H Youth Development Planning Work Group:** John de Montmollin, Green Lake 4-H Youth Development educator, and Dale Leidheiser, 4-H Youth Development State Program director

Organizational Structure Category:

- **Organizational Structure Category Work Group:** Denise Retzleff, Fond du Lac County UW-Extension 4-H Youth Development educator, and Richard Straub, UW-Madison College of Agriculture and Life Sciences Senior Associate dean
- **County and Tribal Organizational Structure Planning Work Group:** Julie Keown-Bomar, Northwest regional director, and Paul Roback, Washington County UW-Extension co-department head and Community Development educator
- **Statewide Organizational Structure Planning Work Group:** Nancy Brooks, Family Living Programs specialist, and John Shutske, Agriculture and Natural Resources specialist

Program Development Category

- **Program Development Category Work Group:** Larry Jones, Program Development and Evaluation director, and Lori Zierl, Pierce County Family Living educator

The executive sponsors added the chairs for the programming category work group and organizational structure work group to help facilitate and coordinate across the planning work groups in each category.

Project information, questions and comments

Information about the *nEXT Generation* Project is available on the web at <http://blogs.ces.uwex.edu/nextgeneration/>. Please send any questions, comments and concerns to nextgencommunications@ces.uwex.edu

Thanks,

nEXT Generation project communications committee

2-19-16

FOR 2016 13

ACCOUNTS FOR:
44 UW EXTENSION

0000 DIVISION	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10440055 511000 TL - SALARIES AND	43,894	0	43,894	16,088.82	.00	27,805.18	36.7%
10440055 520000 TL - EMPLOYEE BEN	11,605	0	11,605	2,311.73	.00	9,293.27	19.9%
10440055 530000 TL - AGENT CONTRA	135,234	585	135,819	68,024.00	.00	67,795.00	50.1%
10440055 543000 TL - MACH/COMP MAI	235	0	235	235.00	.00	.00	100.0%
10440055 552001 TL - TELEPHONE	750	0	750	368.85	.00	381.15	49.2%
10440055 554001 TL - PRINTING ALLO	6,500	-585	5,915	3,713.74	.00	2,201.26	62.8%
10440055 556000 TL - WACEC DUES	50	0	50	50.00	.00	.00	100.0%
10440055 561100 TL - OFFICE SUPPLI	2,500	0	2,500	683.87	.00	1,816.13	27.4%
10440055 561101 TL - POSTAGE	200	0	200	271.94	.00	-71.94	136.0%*
10440055 571000 NTL - MISC PROGRAM	100	0	100	.00	.00	100.00	.0%
TOTAL DIVISION	201,068	0	201,068	91,747.95	.00	109,320.05	45.6%
0039 4H YOUTH AGENT							
10443955 554000 TL - 4H YOUTH A. P	1,600	0	1,600	400.00	.00	1,200.00	25.0%
10443955 555000 TL - YOUTH A. TRAV	1,200	0	1,200	1,404.54	.00	-204.54	117.0%*
10443955 571000 TL - YOUTH A. MISC	800	0	800	1,157.47	.00	-357.47	144.7%*
10443955 571002 NTL - SAMHSA08/ A	75	11	86	14.97	.00	71.03	17.4%
TOTAL 4H YOUTH AGENT	3,675	11	3,686	2,976.98	.00	709.02	80.8%
0042 AG AGENT							
10444255 555000 TL - AG AGENT TRAV	1,000	0	1,000	227.34	.00	772.66	22.7%
10444255 555002 NTL - UW AG TRAVEL	0	0	0	46.98	.00	-46.98	100.0%*
10444255 555007 TL - UW AG TRAININ	500	0	500	263.14	.00	236.86	52.6%
10444255 571000 TL - AG AGENT MISC	200	0	200	60.00	.00	140.00	30.0%
10444255 571002 TL - UW AG MISC -	200	0	200	.00	.00	200.00	.0%
TOTAL AG AGENT	1,900	0	1,900	597.46	.00	1,302.54	31.4%
0044 CRD AGENT							
10444455 555000 TL - CRD AGENT TRA	900	0	900	379.08	.00	520.92	42.1%

2-19-16

FOR 2016 13

ACCOUNTS FOR: 44 UW EXTENSION	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10444455 571000 TL - CRD AGENT MIS	700	0	700	105.00	.00	595.00	15.0%
TOTAL CRD AGENT	1,600	0	1,600	484.08	.00	1,115.92	30.3%

0046 FAMILY LIVING							
10444655 555000 TL - FAM LIVING TR	1,000	0	1,000	140.00	.00	860.00	14.0%
10444655 571000 TL - FAMILY LIVING	700	0	700	200.00	.00	500.00	28.6%
TOTAL FAMILY LIVING	1,700	0	1,700	340.00	.00	1,360.00	20.0%

0050 PARENTING FIRST							
10445055 561101 10012 PARENT FIRST	3,200	-200	3,000	54.73	.00	2,945.27	1.8%
TOTAL PARENTING FIRST	3,200	-200	3,000	54.73	.00	2,945.27	1.8%

0068 FARM SAFETY PROGRAM							
10446855 571000 10142 NTL - FARM SA	950	3	953	710.74	.00	242.26	74.6%
TOTAL FARM SAFETY PROGRAM	950	3	953	710.74	.00	242.26	74.6%

0076 HEALTHY LIVING							
10447655 554000 NTL PRINTING ALLOC	3,300	0	3,300	38.39	.00	3,261.61	1.2%
10447655 571000 NTL STRONG BONES M	5,700	-5,729	-29	2,071.90	.00	-2,100.90	-7144.5%*
10447655 571001 NTL STRONG BONES T	6,000	0	6,000	5,148.40	.00	851.60	85.8%
10447655 571002 NTL HEALTHY HEARTS	1,000	0	1,000	256.80	.00	743.20	25.7%
TOTAL HEALTHY LIVING	16,000	-5,729	10,271	7,515.49	.00	2,755.51	73.2%

0077 UW 4-H PROGRAMS							
10447755 554001 NTL TEEN CT PRINT	500	0	500	103.34	.00	396.66	20.7%

2-19-16

FOR 2016 13

ACCOUNTS FOR: 44	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10447755 571000 NTL - 4H TEEN CRT	2,090	2,011	4,101	-815.00	.00	4,916.00	-19.9%
TOTAL UW 4-H PROGRAMS	2,590	2,011	4,601	-711.66	.00	5,312.66	-15.5%
0079 SAFETY DAY CAMP							
10447955 571000 NTL - SAFETY DAY C	293	7	300	-168.00	.00	468.00	-56.0%
TOTAL SAFETY DAY CAMP	293	7	300	-168.00	.00	468.00	-56.0%
0080 UWEX-PEST APPLICATION TRAINING							
10448055 571000 NTL - PEST APPL TR	250	-73	177	.00	.00	177.00	.0%
TOTAL UWEX-PEST APPLICATION TRAINING	250	-73	177	.00	.00	177.00	.0%
0081 UWEX STATE POSTAGE							
10448155 561101 NTL - STATE POSTAG	4,145	0	4,145	1,963.68	.00	2,181.32	47.4%
TOTAL UWEX STATE POSTAGE	4,145	0	4,145	1,963.68	.00	2,181.32	47.4%
0082 4-H AFTER THE BELL							
10448255 554001 NTL A T B PRINTING	100	0	100	.00	.00	100.00	.0%
10448255 571000 NTL - 4-H ATB MISC	1,747	1,839	3,586	58.84	.00	3,527.16	1.6%
TOTAL 4-H AFTER THE BELL	1,847	1,839	3,686	58.84	.00	3,627.16	1.6%
0084 UWEX PROGRAM							
10448455 554001 NTL LEADERSHIP PRI	200	0	200	.00	.00	200.00	.0%
10448455 563000 NTL - LLC PROG ME	800	0	800	.00	.00	800.00	.0%
10448455 571001 NTL - LLC PROG MIS	200	9	209	.00	.00	209.00	.0%

2-19-16

FOR 2016 13

ACCOUNTS FOR:
 44 UW EXTENSION

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL UWEX PROGRAM	1,200	9	1,209	.00	.00	1,209.00	.0%

0088 UW PROGRAM ACCOUNT							
10448855 554001 NTL - MASTER GARD	100	0	100	.97	.00	99.03	1.0%
10448855 571000 NTL - MASTER GARDE	600	105	705	.00	.00	705.00	.0%
TOTAL UW PROGRAM ACCOUNT	700	105	805	.97	.00	804.03	.1%

0089 NCR- SEED TO TABLE							
10448955 571000 NCR-SEED TO TABLE	2,500	1,911	4,411	252.74	.00	4,158.26	5.7%
TOTAL NCR- SEED TO TABLE	2,500	1,911	4,411	252.74	.00	4,158.26	5.7%

0090 UWEX PROGRAM ACCOUNT							
10449055 571000 NTL - WEN GRT EXP	328	0	328	.00	.00	328.00	.0%
TOTAL UWEX PROGRAM ACCOUNT	328	0	328	.00	.00	328.00	.0%

0096 STRENGTHENING FAMILIES							
10449655 571000 NTL - S. FAMILIES	400	-31	369	.00	.00	369.00	.0%
TOTAL STRENGTHENING FAMILIES	400	-31	369	.00	.00	369.00	.0%

0097 SOCIAL NORMS							
10449755 554001 NTL - SOCIAL NORM	1,500	0	1,500	.00	.00	1,500.00	.0%
10449755 571000 NTL - SOCIAL NORMS	2,500	2,628	5,128	6,033.80	.00	-905.80	117.7%*
TOTAL SOCIAL NORMS	4,000	2,628	6,628	6,033.80	.00	594.20	91.0%

06/30/2016 20:23
randy-s

LINCOLN COUNTY
YEAR-TO-DATE BUDGET REPORT

2-19-16

P 12
glytcbud

FOR 2016 13

ACCOUNTS FOR:
44 UW EXTENSION

ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
248,346	2,491	250,837	111,857.80	.00	138,979.20	44.6%

TOTAL EXPENSES

248,346	2,491	250,837	111,857.80	.00	138,979.20	
---------	-------	---------	------------	-----	------------	--

2-19-16

FOR 2016 13

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
GRAND TOTAL	3,402,103	848,610	4,250,713	2,419,332.81	.00	1,831,380.19	56.9%

** END OF REPORT - Generated by Randy Scholz **

Presented to:
Personnel Committee 07/13/16
Administrative & Legislative 07/11/16
County Board 07/19/16

Administrative Coordinator's Report

From: June 1, 2016 to: June 30, 2016

POLICY DEVELOPMENT

Committee Meetings:

Social Services
Finance
Personnel
A&L
Pine Crest

DEPARTMENT COORDINATION

June 1 Meeting with Eric Greenberg from Corporate Cost Solutions, Inc. – review our work comp premiums to see if any mistakes were made – if they find any mistakes the (CCS) and Lincoln County will split the saving.
June 1 Meeting with Kelly Reith – Update on Highway Department operations and looking over the Facility Evaluation Report
June 6 Meeting with Langlade County and NCHC – Update and looking at options if Marathon County pulls out of NCHC.
June 7 Administration Department staff meeting
June 15 Administration Department staff meeting
June 21 Administration Department staff meeting
June 21 Meeting with Benjamin Wallijasper - Enterprise Fleet Management Company – Management system for light trucks and cars
June 22 Teleconference for WCHA Work Zone Safety Work Group
June 27 Administration Department staff meeting
June 28 County Wide Safety Meeting
June 28 Meeting with Kelly Reith – Update on Highway Department operations
June 29 Interviewed by Patrick Glynn for wage study
June 29 Conducted IT Director interviews
June 30 Conducted Department Head meeting
June 30 Monthly health insurance meeting with Cottingham & Butler

STATUS OF ALL UNION CONTRACTS

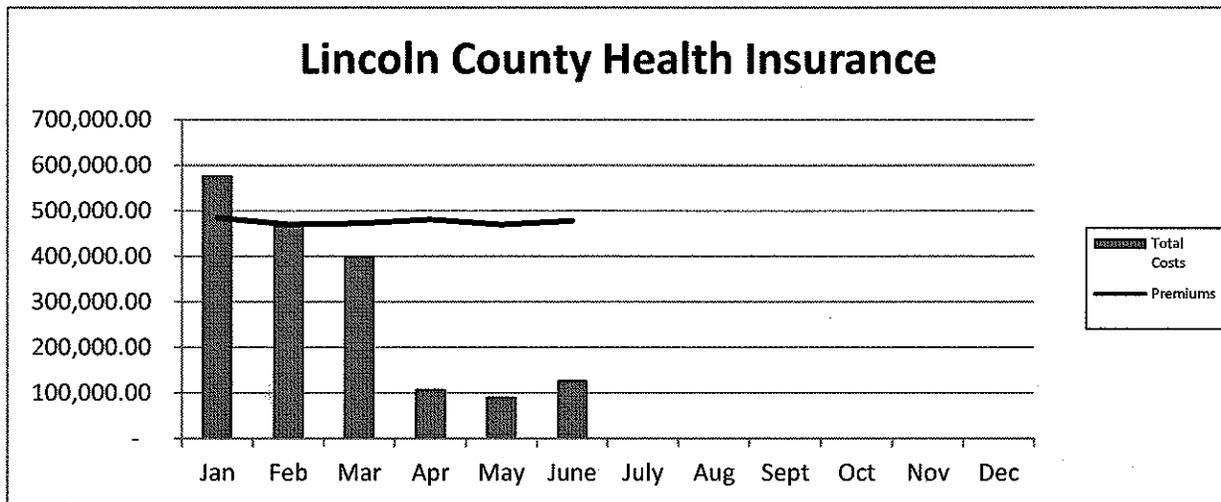
Sheriff Deputies: December 2017
Sheriff-Supervisors: December 2017

RECRUITMENT, SELECTION AND ORIENTATION

1. Sheriff's Office - Deputy – 2 hired. Reviewing applications for 3rd position.
2. Sheriff's Office – E9-1-1 Telecommunicator- Reference checking
3. Information Technology Department – Information Technology – Interviewing Applicants
4. Public Health Nurse - Accepting applications

Health Insurance 2016

Month	Enrollment		Health Ins Premiums	Stop Loss & Admin Fees	SAS	Total Costs
	Single	Family			Paid Claims	
Jan	101	213	488,413	58,142	488,201	576,501
Feb	99	211	470,131	55,047	476,917	466,216
Mar	98	211	472,488	54,682	433,137	398,766
Apr	105	210	480,992	55,868	52,614	107,368
May	107	210	469,723	54,397	106,562	90,200
June	108	207	478,036	52,007	71,778	126,552
July	94	205	470,657	50,000		50,000
Aug						
Sept						
Oct						
Nov						
Dec						



FOR 2016 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20 ADMINISTRATIVE PERSONNEL							
0000 DIVISION							
10200051 511000 ADMIN SALARIES	116,121	0	116,121	59,507.56	.00	56,613.44	51.2%
10200051 520000 ADMIN EMPLOYEE BEN	44,719	0	44,719	21,604.23	.00	23,114.77	48.3%
10200051 530000 ADMIN CONTRACTED S	0	60,000	60,000	44,887.48	.00	15,112.52	74.8%
10200051 531020 ADMIN LEGAL SERVIC	13,052	0	13,052	.00	.00	13,052.00	.0%
10200051 531190 ADMIN INHOUSE TRAI	300	0	300	.00	.00	300.00	.0%
10200051 552001 ADMIN TELEPHONE	350	0	350	167.55	.00	182.45	47.9%
10200051 553000 ADMIN ADVERTISING	3,500	0	3,500	3,293.25	.00	206.75	94.1%
10200051 554001 PRINTING ALLOCATIO	3,500	0	3,500	1,332.79	.00	2,167.21	38.1%
10200051 555000 ADMIN TRAVEL TRAIN	2,500	0	2,500	1,138.92	.00	1,361.08	45.6%
10200051 560000 ADMIN SUPPLIES	750	0	750	125.01	.00	624.99	16.7%
10200051 561101 ADMIN POSTAGE	500	0	500	155.74	.00	344.26	31.1%
10200051 564000 ADMIN PUBLICATIONS	200	0	200	.00	.00	200.00	.0%
10200051 571000 COUNTY WIDE SAFETY	9,000	0	9,000	.00	.00	9,000.00	.0%
TOTAL DIVISION	194,492	60,000	254,492	132,212.53	.00	122,279.47	52.0%
TOTAL ADMINISTRATIVE PERSONNEL	194,492	60,000	254,492	132,212.53	.00	122,279.47	52.0%
TOTAL EXPENSES	194,492	60,000	254,492	132,212.53	.00	122,279.47	

LINCOLN COUNTY CAPITAL IMPROVEMENT PROJECT REQUEST FORM

1) Department: Information Technology

2) Project Title: Backup & Recovery System

3) Project No.: _____ 4) CIP No.: _____

5) Fund (if known): _____ 6) Program: _____

7) Department Priority:

	High			
	4	3	2	1

8) Oversight Committee Priority:

	4	3	2	1
--	---	---	---	---

9) Contact Person: Travis Spoehr - Information Technology 10) Phone/Extension: 1048

11) Date Completed: 5/11/2016

12) Estimated Costs:	2017	2018	2019	2020	2021	2022
a) Capital Costs by Year:	<u>75,000</u>	_____	_____	_____	_____	_____
b) Maintenance & Operation	_____	_____	_____	12,000	12,000	12,000
c) Additional Personnel Costs	_____	_____	_____	_____	_____	_____
TOTAL						
	_____	_____	_____	_____	_____	_____

13) Estimated useful life of Capital Improvement (in years): 7 years

14) Proposed Source(s) of Financing (for Capital Costs Only)	2017	2018	2019	2020	2021	2022
CIP	<u>75,000</u>	_____	_____	_____	_____	_____
Tax Levy	_____	_____	_____	_____	_____	_____
State Aid/Grant	_____	_____	_____	_____	_____	_____
Federal Aid/Grant	_____	_____	_____	_____	_____	_____
Equip. Replacement	_____	_____	_____	_____	_____	_____
General Obligation Bonds	_____	_____	_____	_____	_____	_____
Other Debt/Loans	_____	_____	_____	_____	_____	_____
Designated Dept Funds	_____	_____	_____	_____	_____	_____
Other/Misc.	_____	_____	_____	_____	_____	_____
TOTAL						
	<u>75,000</u>	_____	_____	_____	_____	_____

Project Request Form Continued.

15) Project Purpose(s) - check all that apply and please explain below:

- The project is required to meet legal, mandated or contractual obligations.
- Project will result in the protection of life and/or property and maintain or improve public health and safety.
- The project will result in reductions in expenditures.
- The project will result in a positive return for Lincoln County.
- Repairs, rehabilitates or replaces an important existing physically deteriorated or functionally obsolete county facility, system, service or equipment.
- Provides a new service, facility, system or equipment.
- Project would generate sufficient revenues to be essentially self-supporting in its operation.
- Project would make existing facilities or personnel more efficient or increase their use with minimal or no operating cost increase.
- Project will benefit and/or be utilized by other Lincoln County Departments.
- The project is consistent with an overall Co. plan, policy, or goal; and is necessary to complete a project that has begun or under construction.

Additional Comments and explanation from above:

A backup and recovery system provides Lincoln County with the ability to meet retention mandates as well as
recover data and systems from technical failures or natural disasters to ensure Continuity of Government
and Operations. The current backup and recovery solution is being pushed to the limits of its capabilities
and capacities. Not replacing it with a solution that can scale to meet Lincoln County's needs over the next
5-7 years would put the County into a compromised position with systems' recovery if a disaster would arise.

16) Oversight Committee Approval:

Date: _____

DRAFT

Joint letter from Langlade and Lincoln County in support of our continued partnership for community programs and request to work together to address concerns about our partnership.

Signed by: Board Chair, Administrative Coordinator, Social Services Director

To: Marathon County Board Member

Re: Partnership with Langlade and Lincoln Counties to operate a multi-county department of community programs, known as North Central Health Care.

Since 1972, the governing bodies of Marathon, Lincoln and Langlade Counties have partnered together to operate a multi-county department of community programs, known as the North Central Community Services Program or North Central Health Care (NCHC). We understand that the Marathon County Board of Supervisors will be asked to consider approving a resolution to withdraw from this partnership in the near future.

The purpose of this letter is to advise you that Langlade and Lincoln Counties remain committed to the partnership with Marathon County. In the event that Marathon County withdraws from this partnership, then the Joint Agreement provides that North Central Health Care can continue with sponsorship by Langlade and Lincoln Counties.

Before the Marathon County Board considers a resolution to withdraw, we respectfully request that we first have the opportunity to discuss this matter, as partners. Whether to withdraw from this partnership is a monumental decision which will have long-lasting implications for each of our communities. Just as the creation of this partnership required that all three Counties work together toward a common goal; we believe that it is in our best interests to work together at this time, and provide us with the opportunity to improve the system that we created over 40 years ago.

Sincerely,

DRAFT

Joint letter from Langlade and Lincoln County in support of our continued partnership for community programs and request to work together to address concerns about our partnership.

Signed by: Board Chair, Administrative Coordinator, Social Services Director

To: Marathon County Board Member

Re: Partnership with Langlade and Lincoln Counties to operate a multi-county department of community programs, known as North Central Health Care.

Since 1972, the governing bodies of Marathon, Lincoln and Langlade Counties have partnered together to operate a multi-county department of community programs, known as the North Central Community Services Program or North Central Health Care (NCHC). We understand that the Marathon County Board of Supervisors will be asked to consider approving a resolution to withdraw from this partnership in the near future.

The purpose of this letter is to advise you that Langlade and Lincoln Counties remain committed to the partnership with Marathon County. In the event that Marathon County withdraws from this partnership, then the Joint Agreement provides that North Central Health Care can continue with sponsorship by Langlade and Lincoln Counties.

Before the Marathon County Board considers a resolution to withdraw, we respectfully request that we first have the opportunity to discuss this matter, as partners. Whether to withdraw from this partnership is a monumental decision which will have long-lasting implications for each of our communities. Just as the creation of this partnership required that all three Counties work together toward a common goal; we believe that it is in our best interests to work together at this time, and provide us with the opportunity to improve the system that we created over 40 years ago.

Sincerely,

Resolution 2016 -06-xx

Motion by:				
Second by:				
Dist.	Supervisor	Y	N	Abs
19	Allen			
10	Baughan			
1	Bialecki			
11	Breitenmoser			
13	Crosby			
12	Gilk			
14	Hafeman			
8	Heller			
17	Koth			
15	Lee			
16	Loka			
3	Mueller			
4	Nowak			
21	Pike			
22	Reichelt			
7	Rusch			
5	Swanson			
20	Vander Sanden			
18	Voermans			
2	Weaver			
6	Woller			
9	Zeitz			
Totals				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

Authorizing Letter to Marathon County Board Supporting North Central Health Care Partnership between Lincoln, Marathon & Langlade Counties

WHEREAS, the Marathon County Board of Supervisors is scheduled to make a decision in September about whether Marathon County intends to leave the tri-county partnership which has been in place since 1972; and

WHEREAS, given the impact of their decision on all three counties, it is important to weigh-in officially with the Marathon County Board; and

NOW, THEREFORE BE IT RESOLVED, that the attached letter be sent to all Marathon County Supervisors forthwith.

Dated: July 19, 2016

Introduced by: Administrative & Legislative Committee

Date Passed: 7/11/16 Committee Vote:

Fiscal Impact: Resolution = none

Dissolution of tri-county partnership = cannot be calculated at this time

Drafted by: N.L.Bergstrom, Corporation Counsel

STATE OF WISCONSIN)
) SS:
 COUNTY OF LINCOLN)

I hereby certify that this resolution/ordinance is a true and correct copy of a resolution/ordinance adopted by Lincoln County Board of Supervisors on:

Christopher J. Marlowe
 County Clerk