

**LINCOLN COUNTY
ADMINISTRATIVE AND LEGISLATIVE COMMITTEE
Lincoln County Service Center, 801 N. Sales Street, Merrill WI 54452, Room 257
Monday October 3, 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
8. Update on Memorandum of Understanding between UW-Extension and Lincoln and Marathon Counties for sharing a Cooperative Extension Agricultural Development Educator
9. Bid Award for Gateway Refresh – Upgraded components for telephone system - IT Department
10. Resolution Opposing Efforts to make County Veterans Service Officers Optional
11. Set Next Meeting
12. Adjourn

DISTRIBUTION:

Administrative & Legislative Committee Members – Robert Lee (Chair), Bob Weaver (Vice Chair)(Electronic), Julie Allen (Secretary) (Electronic), 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, August 1, 2016 at 9:00 am.
Lincoln County Service Center Room 257**

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

MEMBERS NOT PRESENT: Robert Lee

VISITORS: Randy Scholz, Lisa Gervais, Travis Spoehr, Chris Marlowe, Debbie Moellendorf, Rick Wolf, Will Andresen, Dan Leydet, and David Smith

1. **Call Meeting to Order:** Vice Chair Weaver called the meeting to order at 9:00 a.m.
2. **Approval of Minutes from Previous Meeting:** Motion by Woller, 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. **Departmental Reports:**
 - a. **Information Technology Activity and Financial Reports:** Travis Spoehr introduced the new IT Director – David Smith. 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.
5. **Update from UW-Extension's Interim North Central Regional Director Will Andreson on nEXT Generation Project:** Andreson gave an update on the reorganization of UW-Extension, because of budget cuts at the State level. The original time line has been pushed back so Counties can have more of a contribution into the reorganization. The new time line is to have a final decision on the reorganization by July 1, 2017 and full implementation on January 1, 2018.
6. **Wireless Infrastructure and Expansion Request for Proposal Awarded:** Spoehr explained the RFP and the reasons it was needed. There were two bids, one from CC&N for \$124,251 and the other was from RMM Solutions for \$64,910. Spoehr is recommending RMM Solutions for \$64,910. Motion by Allen second by Breitenmoser to approve RFP from RMM Solutions. All ayes
7. **Corporation Counsel Long Range Plan:** Corporation Counsel Bergstrom presented the department's 10-year plan to the Committee. Motion by Gilk, second by Weaver to approve the 10-year plan. All ayes.

8. **Letter and Resolution to Marathon County Supporting NCHC:** The resolution and letter are to let Marathon County know that Lincoln and Langlade County support NCHC. Motion by Weaver second by Allen to approve and forward to County Board. All ayes
9. **Recommendation to County Board on options for Pine Crest:** Administrative Coordinator Scholz indicated the Committee requested this agenda item be placed on this month's agenda. Motion by Breitenmoser, second by Gilk recommending the full County Board to move forward with bonding. All ayes

Motion by Allen, second by Breitenmoser to move into closed session and allow Administrative Coordinator Randy Scholz to remain in the discussion. Roll Call Vote. All Ayes.

Closed Session

10. **Convene into closed session pursuant to sec. 19.85(1) (c), Wis. Stats., to consider employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility:**
 - a. Administrative Coordinator's Evaluation

Motion by Gilk, Second by Allen to return to open session. Roll Call Vote. All ayes.

OPEN SESSION

11. **Take any necessary action on item discussed in closed session:** Motion by Gilk, Second by Swanson to give a most favorable evaluation to the Administrative Coordinator, Randy Scholz and to approve a step increase. All ayes.
12. **Set Next Meeting:** September 12, 2016 at 9:00 a.m.
13. **Adjourn:** Motion by Gilk, Second by Breitenmoser to adjourn the meeting at 10:40 a.m. All ayes.

Minutes prepared by Randy Scholz

2-19-16

FOR 2016 13

ACCOUNTS FOR: 10 COUNTY BOARD	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0001 COUNTY BOARD CHAIRMAN							
10100151 511000 C.B. WAGE SALARY	7,500	0	7,500	5,000.00	.00	2,500.00	66.7%
10100151 511001 C.B. PER DIEM	20,000	0	20,000	12,857.84	.00	7,142.16	64.3%
10100151 520000 C.B. EMP BENEFIT	2,000	0	2,000	1,228.63	.00	771.37	61.4%
10100151 554001 PRINTING ALLOCATIO	2,500	0	2,500	825.65	.00	1,674.35	33.0%
10100151 555000 C.B. TRAV TRAIN	3,400	0	3,400	1,718.58	.00	1,681.42	50.5%
10100151 560000 C.B. SUPPLIES	11,500	0	11,500	2,877.08	.00	8,622.92	25.0%
TOTAL COUNTY BOARD CHAIRMAN	46,900	0	46,900	24,507.78	.00	22,392.22	52.3%
0002 COUNTY BOARD COMMITTEES							
10100251 511001 COMM PER DIEM	42,000	0	42,000	21,784.32	.00	20,215.68	51.9%
10100251 520000 COMM BENEFITS	2,500	0	2,500	1,261.86	.00	1,238.14	50.5%
10100251 555000 COMM TRAVEL TRAIN	2,000	0	2,000	553.97	.00	1,446.03	27.7%
10100251 556000 COMM NACO DUES	614	0	614	614.00	.00	614.00	100.0%
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	1,991.93	.00	1,508.07	56.9%
10100251 571000 FAIRGROUND PYMT TO	0	749,803	749,803 868,511	811,211.40	.00	61,408.40 +57,500.00	108.2%*
TOTAL COUNTY BOARD COMMITTEES	85,076	749,803	834,879	870,726.48	.00	35,847.48 +211,653	104.3%
0003 PUBLIC LIBRARIES							
10100355 531220 LIBRARY SERVICES	613,304	0	613,304	614,193.00	.00	-889.00	100.1%*
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	633,084.95	.00	-888.95	100.1%
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/ ADJUSTMTS	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	425,761.50	.00	141,920.50	75.0%
TOTAL NORTH CENTRAL HEALTH CARE	541,682	26,000	567,682	425,761.50	.00	141,920.50	75.0%
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	112,099.50	.00	37,366.50	75.0%
10109954 571000 STATE FAMILY CARE	289,849	0	289,849	289,849.00	.00	.00	100.0%
10109954 571001 ADRC EXPENDITURES (0	0	0	2,806.13	.00	-2,806.13	100.0%*
TOTAL FAMILY CARE	439,315	0	439,315	404,754.63	.00	34,560.37	92.1%

09/26/2016 13:20
randy-s

LINCOLN COUNTY
YEAR-TO-DATE BUDGET REPORT

2-19-16

P 3
glytdbud

FOR 2016 13

ACCOUNTS FOR:
10 COUNTY BOARD

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
TOTAL COUNTY BOARD	1,837,346	775,803	2,613,149	2,442,262.32	.00	170,886.68	93.5%
TOTAL EXPENSES	1,837,346	775,803	2,613,149	2,442,262.32	.00	170,886.68	

Administrative and Legislative Committee
Meeting Date: Sept. 12th, 2016

Information Technology Director's Report

For Period: 7/21/2016 thru 8/27/2016

Items for A&L report

Lincoln County

- Update: New switches installed at PCNH nursing wings as scheduled.
- Update: all IT Staff members trained on new Internet traffic filter (Cisco SourceFire) and security solution.
- New: Issue with ADRC move and connection with CCITC regarding continued access to Land records system. Spoke with Gerry Klein, CCITC is willing to connect VPN to VPN over existing Internet connections. Details being worked out.
- New: As part of support agreement, our SPAM filter appliance was replaced at no charge.
- Update: Overage in professional services account continues to grow. This is being monitored. Primary issue due was a problem that arose that was not foreseeable.

ADRC-CW

- Monthly meeting – discussed issues surrounding location move.
- New computers have been installed.

Current Developments

- Moving forward with wireless infrastructure upgrades; have signed contract and waiting to meet with project manager to set tentative time tables for various stages of this project.
- RFP for voice gateway/routers has been posted, there is a vendor walk-through scheduled for September 2nd, with a bid deadline of September 16th.
- 62% the county's computer systems, scheduled for replacement, have been upgraded. The balance should be completed in September.
- Fiber Infrastructure plan – meeting with Frank Livermore delayed. There is a meeting scheduled for the Lincoln County consortium on September 15th, and, additionally, there are plans for myself and Travis to meet with Frank, independent of the consortium, to be brought up to speed.

Upcoming Developments

- Upgrade of Tritech platform in Sherriff's Office – 2017
- Backup and disaster recovery solution, pending Nov. budget approval for 2017 CIP funding.
- Print services contract expires in June, 2017.
- PCNH construction project - RFP for network infrastructure, acquisitioning of network and end-user equipment.

Statistics

Help Desk	M/YTD:	After hour calls	M/YTD	Website	M/YTD
Requests received	145/1531	7/21-8/27	9/43	Total Visits	13,123/95,740
Request Closed	144/1531			New Visitors	6,058/42,355

2-19-16

FOR 2016 13

ACCOUNTS FOR: 25 INFORMATION TECHNOLOGY	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0000 DIVISION							
10250051 511000 IT SALARIES / WAG	300,339	0	300,339	200,951.41	.00	99,387.59	66.9%
10250051 520000 IT EMPL BENEFITS	121,521	0	121,521	87,267.36	.00	34,253.64	71.8%
10250051 530000 IT PROFESSIONAL SE	13,000	0	13,000	18,160.63	.00	-5,160.63	139.7%*
10250051 552001 IT TELEPHONE	500	0	500	679.71	.00	-179.71	135.9%*
10250051 554001 PRINTING ALLOCATIO	400	0	400	170.01	.00	229.99	42.5%
10250051 555000 IT TRAVEL TRAINING	7,500	0	7,500	2,164.62	.00	5,335.38	28.9%
10250051 560000 IT OFFICE SUPPLIES	500	0	500	128.29	.00	371.71	25.7%
10250051 560001 IT PRINTER SUPPLIE	1,500	0	1,500	212.52	.00	1,287.48	14.2%
10250051 561005 IT HARDWARE	62,500	0	62,500	28,607.92	.00	33,892.08	45.8%
10250051 561006 IT HARDWARE WARR,	16,225	0	16,225	13,335.60	.00	2,889.40	82.2%
10250051 561101 IT POSTAGE	200	0	200	28.65	.00	171.35	14.3%
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	143,382.13	.00	10,672.87	93.1%
10250051 561420 IT VOICE/DATA/VIDE	46,920	0	46,920	25,947.10	.00	20,972.90	55.3%
10250051 561430 IT MISC PARTS	2,500	0	2,500	2,172.78	.00	327.22	86.5%
10250057 581003 IT HARDWARE OUTLAY	50,000	0	50,000	5,397.00	.00	44,603.00	10.8%
TOTAL DIVISION	790,660	0	790,660	536,497.04	.00	254,162.96	67.9%
0098 ADCR IT SUPPORT							
10259851 571000 ADCR MISC EXPENDIT	0	0	0	11,563.37	.00	-11,563.37	100.0%*
TOTAL ADCR IT SUPPORT	0	0	0	11,563.37	.00	-11,563.37	100.0%
TOTAL INFORMATION TECHNOLOGY	790,660	0	790,660	548,060.41	.00	242,599.59	69.3%
TOTAL EXPENSES	790,660	0	790,660	548,060.41	.00	242,599.59	



Lincoln County Corporation Counsel

N. L. Bergstrom
 Corporation Counsel
 715/539-1015
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Lincoln County Service Center
 801 N. Sales Street, Suite 207
 Merrill, WI 54452
 Fax: 715/539-8053

ACTIVITY REPORT

7/23/16 – 8/30/16

<u>Department/Committee</u>	<u>Hours</u>	<u>Subject Matter</u>
A&L	12.00	
Admin	14.75	
Chapter 51	67.75	
Chapter 55	7.50	
Clerk of Courts	1.50	Contempt hearing procedure/schedule
County Board	19.50	
County Clerk	2.00	tax deed procedure/ordinance
Courts/Probate	2.00	
Department of Social Services	19.75	Schumacher sum judg granted, HAVEN K, minor g'ship, CAN appeals
Finance	1.00	
Forestry	2.00	Lake district formation
Health	3.00	Enforcement
Hwy	1.50	Pers issue
IT	4.25	RFP, RMM K
Land Services	12.00	GPS RFPs
Law Enforcement/LISO	1.25	Public records
Pine Crest	2.00	Bonding resolution
Pub Prop	11.50	Furniture issue, window RFP addendum, HVAC RFP
Solid Waste		
Treasurer	2.75	Estate claim, penalty ord
UW Ext		
Emergency Mgmt	2.25	Drone policy/SOP
Register of Deeds		
Totals	190.25	

2-19-16

FOR 2016 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
21 CORPORATION COUNSEL							
0000 DIVISION							
10210051 511000 CORP COUNSEL SALAR	116,290	0	116,290	66,174.44	.00	50,115.56	56.9%
10210051 520000 CORP COUNSEL EMPLO	52,658	0	52,658	27,723.61	.00	24,928.39	52.7%
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	1,336.01	.00	1,663.99	44.5%
10210051 552001 CORP COUNSEL TELEP	300	0	300	132.45	.00	167.55	44.2%
10210051 554001 PRINTING ALLOCATIO	1,500	0	1,500	293.14	.00	1,206.86	19.5%
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	459.28	.00	290.72	61.2%
10210051 561101 CORP COUNSEL POSTA	200	0	200	22.55	.00	177.45	11.3%
10210051 564000 CORP COUNSEL LIBRA	1,500	0	1,500	668.74	.00	831.26	44.6%
10210051 571000 CORP COUNSEL MISCE	0	0	0	30.00	.00	-30.00	100.0%*
TOTAL DIVISION	178,698	0	178,698	98,664.47	.00	80,033.53	55.2%
TOTAL CORPORATION COUNSEL	178,698	0	178,698	98,664.47	.00	80,033.53	55.2%
TOTAL EXPENSES	178,698	0	178,698	98,664.47	.00	80,033.53	



LINCOLN COUNTY VETERANS SERVICE OFFICE



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

September 26, 2016

Veterans Services Report for the month of September, 2016

- On September 8th CVSO will be attending the Lincoln County Veterans Council at 6 p.m. at the Hamburg town hall.
- September 16th the CVSO attended a presentation on the reintegration of veterans into academics at the Nicolet College.
- The County Veterans Services Office will be closed from October 3rd through October 7th. The CVSO and staff will be attending mandatory training at Green Lake.

Richard J. Wolf, Veterans Service Officer.

FOR 2016 13

ACCOUNTS FOR:
27 VETERANS DEPARTMENT

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0000 DIVISION							
10270054 511000 VETERANS SALARIES	84,209	0	84,209	57,851.88	.00	26,357.12	68.7%
10270054 520000 VETERANS EMPLOYEE	53,202	0	53,202	38,691.42	.00	14,510.58	72.7%
10270054 552001 VETERANS TELEPHONE	850	0	850	252.90	.00	597.10	29.8%
10270054 554001 PRINTING ALLOCATIO	1,200	0	1,200	559.06	.00	640.94	46.6%
10270054 555000 VETERANS TRAVEL TR	3,400	0	3,400	1,351.90	.00	2,048.10	39.8%
10270054 560000 VETERANS SUPPLIES	800	0	800	2,707.65	.00	-1,907.65	338.5%*
10270054 561101 VETERANS POSTAGE	900	0	900	302.87	.00	597.13	33.7%
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	102,694.06	.00	44,866.94	69.6%
0054 VETERANS RELIEF							
10275454 511001 VETERANS RELIEF PE	625	0	625	652.36	.00	-27.36	104.4%*
10275454 520000 VETERANS RELIEF EM	0	0	0	.69	.00	-.69	100.0%*
10275454 571000 VETERANS RELIEF MI	4,375	9,816	14,191	6,378.82	.00	7,812.18	44.9%
10275454 571001 ROLLING THUNDER EX	0	500	500	.00	.00	500.00	.0%
TOTAL VETERANS RELIEF	5,000	10,316	15,316	7,031.87	.00	8,284.13	45.9%
TOTAL VETERANS DEPARTMENT	152,561	10,316	162,877	109,725.93	.00	53,151.07	67.4%
TOTAL EXPENSES	152,561	10,316	162,877	109,725.93	.00	53,151.07	



July - August 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.*

- Provided educational support and resources to 4-H volunteers, older youth, Lincoln County Fair Superintendents, Lincoln County Fair Association members and their staff in final preparations and in conducting the educational opportunities related to the Junior and Open Division Departments at the 2016 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. Chancellor Cathy Sandeen and Aaron Brower provost and vice chancellor at the University of Wisconsin-Extension visited the Lincoln County Fair as part of their visit to Lincoln County on July 21st.
- Planned and conducted a tour at the Lincoln County Fair for nearly 50 youth from the Merrill Summer Park and Recreation program on Friday; and 26 youth and 17 adult mentors from the Kinship of Tomahawk program on Saturday. During the tour, I arranged for several 4-H members to share examples of their 4-H project work and experiences in 4-H. In addition, the groups participated in the Project Place activities conducted by members of the Lincoln County 4-H Leaders' Association, Inc. Board of Directors, enjoyed lunch and a carnival ride from the Lincoln County Fair Association, and an ice cream treat from the 4-H Dairyland Stand. This educational opportunity was designed to help youth and their mentors learn about 4-H and all of the opportunities available.

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.*

- During a July 6th meeting with two members of the Merrill Area United Way Board, 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 that was supported by United Way Funds. I will begin work on the 2017 fund request on behalf of the coalition later this fall.
- As the Chair of the Lincoln County Drug Free Coalition, facilitated the quarterly meeting on July 12th where 13 members present discussed upcoming opportunities and ways to continue implementing our environmental strategies aimed at changing or influencing community level factors to reduce the use/abuse of alcohol, tobacco and other drug use among youth and overtime adults. Two staff members from the Northwoods Coalition (www.northwoodscoalition.org) were present to share with the coalition information about the resources available to us as members.
- In August, I worked with both the Merrill and Tomahawk Social Norms committees and Linda Murray to finalize and begin distribution of our fall Social Norms marketing campaign materials. More information about the Social Norms project and other coalition efforts can be found on the Drug Free Coalition page of our website <http://lincoln.uwex.edu/p/dfc/>.
- Conducted the 22nd Annual Lincoln County Safety Day Camp on August 2nd for 111 youth with partners from Ministry Good Samaritan Health Center, Lincoln County Farm Bureau and Merrill Park and Recreation. This free day camp is designed to provide youth ages 8-11 with information about how to stay safe in their home and neighborhood. Nearly 100% of the youth participants rated all sessions attended during the camp as excellent to okay and were able to identify at least one new thing they learned at the camp.

Support for After School Programs - *After school programs keep youth out of trouble by providing a safe and structured time during critical afternoon hours. Overall, the research shows that youth who are supervised and engaged in structured activities are less likely to participate in high risk activities. For middle school students, being supervised after school reduces by half the risk that they will smoke, drink, or abuse drugs. After school programs benefit the entire family by giving parents peace of mind about what their children are doing after school, consequently helping them to balance work and family responsibilities.*

- Met with new Principal, and Associate Principal along with Ann Stoeckmann, Program Coordinator and Ashley Thiel, Assistant Program Coordinator (LTE employees through UW-Extension funded through community donations for the program) to discuss plans for the 13th year of the "After the Bell" program that will begin on Monday, September 12th.
- Met with Yvette Chieves, 4-H After School Club Coordinator (Contracted Service through UW-Extension funded by Safe and Stable Families grant) as we begin plans for the 2016-17 4-H After School Club program to begin in October.
- Facilitated the August 24th Lincoln County After School Network meeting (5 adults representing 3 programs participated). During this meeting, participants shared plans and discussed challenges for their 2016-17 programs. I created this network several years ago to provide educational support for the creation and sustainment of quality before and after school programs in Lincoln County. The group meets 3-4 times during the year as well as shares resources via emails.

Narrative Report for July & August 2016

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

Meetings

During the months of July and August 2016, I taught, led, or contributed to discussions in **34** meetings/presentations/trainings attended by residents, community leaders, government officials, university stakeholders, and nonprofit staff. **352** contacts were served in Lincoln County and statewide (as of August 30).

Primary Initiatives

Organizational Planning/Change

- St. Vincent De Paul Free Clinic of Merrill: Completed goal setting sessions and report for the organization. The organization's primary goals for the next two years are to strengthen relationships with medical facilities providing the clinic with free services (lab and x-ray readings) and to conduct more purposeful public outreach efforts (make sure the vast majority of those who can and should receive services are). During the meetings, I also helped the group, which included both staff and board members, develop a new mission statement, create a more extensive list of core values, and develop action plans for the primary goals chosen.
- Kindhearted Care Mission Statement: Advised the business owner on what stakeholders should take part in helping Kindhearted Care create a new mission statement to coincide with its move to a new location. At the request of the owner, I led a group of 10 stakeholders including the owner, staff, and several family members of those served by the facility as they developed a new mission statement. Referring to my contributions, the owner wrote: "Thank you so much for all your time and effort in our meeting for mission and core values. I feel it was very successful and a great group. I appreciate all the support you give me and my business."
- Comunidad Hispana Board Development: Presided over a process that resulted in the reconstituting of the board. During the process, I provided basic training primarily to new Hispanic/Latino board members about their new roles and board officer responsibilities. Although a full board is now in place, it remains to be seen whether the organization can survive despite ongoing funding and staffing challenges.

Leadership Development

Crandon School District 7 Habits Training: At the request of the Crandon District Superintendent, I prepared and taught two all day sessions on the 7 Habits of Highly Effective People to elementary, middle school, and high school teachers' aids and support staff. Thirty – two people took part in the training. As a certified 7 Habits trainer through Cooperative Extension, I receive requests statewide to provide 7 Habits based programming. A fall program has been tentatively scheduled for Ho Chunk Tribal leaders.

Business Development

Tomahawk Main Street Economic Vitality Committee: As chair of the committee, I participated in sessions where the committee advised business owners looking for potential new sites because they will likely be displaced by Kwik Trip development. As part of the group, I also provided advice to an owner hoping to sell her business and to establish a formal business mentoring relationship with the new owner.

Additional Initiatives

- Continued to work on Cooperative Extension restructuring as a member of the County/Tribal Statewide Organization Group (took the lead on designing survey for department heads related to support staff duties)
- Completed the Merrill Historical Society plan update report and summarized its information at the organizations' July board meeting
- Continued to facilitate the LINC group as it discusses whether to move forward with a community area network for several Merrill public institutions
- Met with the Merrill Area United Way Director to discuss options for the Merrill Warming Center (being displaced by Park Place development); I will conduct a meeting with stakeholders on the subject in September
- Discussed Cooperative Extension restructuring on WJJQ and WJMT
- Continued to support River Bend Trail development



Lincoln County

July & August Activity Report

Dan Marzu, Agricultural Development Educator

daniel.marzu@ces.uwex.edu

Lincoln Co.: 715-539-1078

Marathon Co.: 715-261-1240

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

- Compiling data for the Sustainable Agriculture, Research, and Education (SARE) cover crop project to present to area county conservation offices, USDA Natural Resource Conservation Service, Agricultural Extension Agents, and producers at a field day in October. This project is in cooperation with Dane, Dunn, and Shawano County UW-Extension offices and the Michael Fields Institute. (July – Aug)
- Submitted samples for the soil decomposition project measuring soil microbe activity in no till and tilled soils with and without manure to the UW Madison Soils Department. 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. The objective is to measure soil microbe activity in a variety of soils and tillage practices to determine any differences. Preliminary observations suggest fields that received a manure application have more microbial activity than fields without a manure application regardless of crop rotation or tillage practice. (Aug)

Crop Management

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

- Collaborating with UW-Extension Offices in Dane County, UW Pesticide Applicator Training Program, and the Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) to secure sites in Wausau, La Crosse, Eau Claire, and Milwaukee for the Pesticide Applicator Training for Hmong Producers in late 2016 and early 2017. All travel expenses are being covered by the North Central Extension Risk Management Education Grant awarded to DATCP. (July - Aug)
- Collaborating with the Lincoln County Beef Producers to offer a workshop with Dr. Yoana Newman, UW-River Falls/UW-Extension Forages Specialist, on September 12 at 7:00 PM at Victory Lane. (Aug.)

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 committee consisting of UW-Extension, Lincoln County Health Department, and Live Sustainable continues to plan educational workshops and events. Pine Crest Nursing Home residents participating in the container gardening project reported enjoying to be able to reminisce about memories when they are younger, socializing with others, and they look forward to tending the garden. The residents also enjoyed being able to participate in gardening activities despite their physical disabilities. (July – Aug).
- 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 pick/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. The website's URL once developed will be <http://fyi.uwex.edu/wilocalfoodlocator/>. We will be presenting the website to the UW-Extension Community Food Systems Team to gather additional input on the site's content. (Aug)

Additional Programs and Activities

- Professional Development: Emotional Intelligence (EQ) Workshop. This beneficial workshop examined how I handle myself and react to others on the job. (July)
- Assisted a Lincoln County dairy farmer with developing plans to modify his current barn into milking parlor with the advice from the Crawford County Agricultural Agent that specializes in dairy barn modernization. (July)
- Offering monthly webinars on farm estate and succession planning from August through March at the Lincoln County Service Center. See website for more details: <http://lincoln.uwex.edu/2016/08/09/farm-estate-planning-and-succession-webinars-planned/> (Aug)

July and August 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 Bones Program ran June 1-August 6, with 39 women enrolled with four certified instructors covering the classes.
- 1 Merrill Strong Bones Class ran May 25-June 24 with 11 women enrolled with one certified instructors covering the classes.
- 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/> (63 subscribers) and also promoted opportunities on Facebook.

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/>

- 2 Teen Court Cases were heard – 9 panel members heard 2 cases on August 13. One additional case received case management (in progress). Panel members refined, used and learned skills. Youthful offenders were held accountable for their behavior while also feeling valued by the community to help them learn skills, change thinking patterns and help them to become law abiding, contributing citizens.
- Conducted the Success Skills Program – 5 youth were signed up for the class (referrals by: Juvenile Court: 4; 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. Please see <http://lincoln.uwex.edu/4-h-youth-development/success-skills-program/> for more details.

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

- Fair - Assisted and supported volunteers to carry out plans for the fair to promote a positive experience for coordinators and participants. The Lincoln County Fair is truly a wonderful opportunity for 4-Hers to utilize the communication and leadership skills they have been gained throughout the year.
- Reviewed the Lincoln County Older Youth Opportunities information and distributed it to eligible youth. This is the second time we used the resume process that combined is designed to help youth develop skills that will help them stand out in a crowd of applicants when applying for job positions. We also combined multiple applications in this one process to make it more convenient and efficient for youth to access 4-H opportunities. The application processes combined include trips, awards, scholarships, the 4-H Ambassadors, and Camp Youth Staff. You can find this information at: <http://counties.uwex.edu/lincoln/files/2010/10/2016-2017-Older-Youth-Opportunities-Resume-Guide.pdf>

Other Meeting and Events:

- Lead the Bullying session at Safety Day Camp.
- Attended the Lincoln County Drug Free Communities Coalition Meeting
- Attended the Understanding Adverse Childhood Experiences Training

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

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

July/August 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- youth adults, and coalitions

WNEP Update:

We have been busy planning FY 17 programming that will begin in October. We began scheduling the school lessons which will start the first week of October as well as series of lessons with Jenny Towers, Park Place, and single-session lessons with Merrill and Tomahawk Head Start, Kinship parents, and the food pantries.

Programming Highlights:

Youth: Starting in July and continuing through August, Melissa conducted a five-week nutrition series with Kinship in Tomahawk in partnership with the Lincoln County Health Department on a grant through the UW-Madison School of Public Health. The grant focuses on using community gardens to increase vegetable intake. Each week, Melissa introduced multi-age groups of 10-12 youth to a new featured vegetable that was growing in Kinship's garden through taste testing, food demos and nutrition games. Youth who were willing to try the new vegetable got their name entered into a raffle for a gift card. In a pre/post evaluation called the "Veggie Election" kids were asked to vote whether six different vegetables from the Kinship garden would earn a place on their plate. The six vegetables were kale, onions, peppers, tomatoes, peas, and zucchini. Then each week those vegetables were featured in the food demo. Kids tried kale smoothies, pasta primavera, fresh salsa, hummus, and steamed/ stir-fried vs raw zucchini, beets and kohlrabi. While the percentage of youth who voted for onions and peas to earn a place on their plate remained about the same, the popularity of kale increased from 17% to 38%, peppers from 28% to 50%, tomatoes from 44% to 63% and zucchini from 50% to 88%. These rather significant increases are evidence that one of the healthiest habits you can have is being willing to try something new.

Adult: On August 4th, a nutrition/food demo was conducted with eight participants at the Tomahawk Food Pantry focusing on the importance of making half your plate fruits and vegetables. Melissa demonstrated the use of a food chopper to make hummus, salsa, and a healthy homemade ranch dressing that uses cottage cheese. Participants received their own food chopper to take home as an incentive to attend the lesson that was funded through the same grant as the Kinship programming. On August 1st, Melissa started a four session, biweekly, nutrition/ food demo series with Haven. Participants receive weekly small incentives funded by Good Samaritan and will receive an electric skillet at the final lesson of the series. Topics focus on the USDA's ChooseMyPlate and the dietary guidelines. During the fair in July, Melissa also conducted two food demonstrations.

Other Activities:

July 7- Tammy attended the second part of a two-session training on Social Marketing at the Lincoln County Health Department

July 18 & August 16- Tammy and Melissa attended monthly Lincoln County Extension staff meetings

July 21- Tammy met with Chancellor Sandeen on her visit to Lincoln County

August 17- Tammy and Melissa attended the Northcentral region Family Living meeting in Waupaca that focused on Adverse Childhood Events (ACEs) training

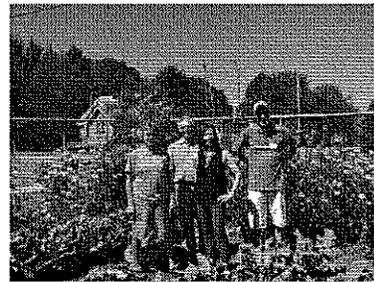


**Cooperative Extension *nEXT*
Generation update**

August 8,
2016

Welcome to the *nEXT* Generation update newsletter!

This communication is intended to provide updates on the *nEXT* Generation project's progress and provide an additional venue for our valued partners to share questions and feedback. Keep an eye on your inbox every three weeks for the latest installment!



Chancellor Cathy Sandeen visiting county Cooperative Extension offices

Throughout the summer, I will visit county UW-Extension offices to connect with local staff and partners, and learn about the impactful programs happening around the state. During these visits, I also hear questions and concerns about the *nEXT Generation* project from UW-Extension staff, county and municipal partners, clients and more. This invaluable feedback from these visits will be shared with and considered by those working on the *nEXT Generation* project.

On visits to counties like Lafayette, Lincoln, Taylor or Oneida, I have met farmers who used UW-Extension resources to improve their businesses; organizations who tap into Cooperative Extension educators and volunteers to strengthen their communities; 4-H youth gaining life skills to position them as tomorrow's leaders; and more. Each visit emphasized the impact and importance of Cooperative Extension programs around the state, and the necessity of advocating for our programs with local and statewide decision-makers. I look forward to continued conversations as I visit other county programs throughout August.

What's the word from county dialogues?

The Cooperative Extension *nEXT Generation* project co-sponsors have met with more than 30 county and tribal partners to discuss questions and concerns about the upcoming reorganization. After these important and valuable conversations, a few key themes have emerged:

- Concerns about proportionality and balancing power dynamics within multi-county areas; making sure staffing is balanced between counties with different levels of resources
- Need for clarity regarding return on county investment
- Need for specifics of implementation, like staffing, roles, position descriptions and county oversight structures, before counties can begin to plan for 2018 budgets
- Concerns about staffing changes in the interim: covering current vacancies, retaining staff who may be considering career changes, and recruiting quality staff while the media paints a bleak picture of careers in Cooperative Extension
- Need for communications support: talking points to help explain the value of Cooperative Extension to legislators and county board colleagues, and to answer constituent questions about the coming changes



At many of the dialogues, county partners also emphasized the importance of the work Cooperative Extension does in the counties and the necessity of that link to the University of Wisconsin in rural areas. These dialogues have shown us that our work is valued and important, and counties want to engage in

the conversation to make sure the end result of the *nEXT Generation* project keeps Cooperative Extension strong.

Chancellor Sandeen to host county executive conversations

In an effort to provide updates on the *nEXT Generation* project and continue the dialogue with county representatives about the opportunities and challenges of reorganization, Chancellor Cathy Sandeen will host two county leadership conversations. These conversations, on August 16 in Waukesha and August 17 in Eau Claire, will be open to county officials and Cooperative Extension faculty and staff.

Stay in touch with the nEXT Generation project

Keep an eye on your inbox for this newsletter, which will be published every three weeks and will include updates on work group progress and other important project developments. And please send any questions, comments and concerns to nextgencommunications@ces.uwex.edu.

Cooperative Extension nEXT Generation project communicationscommittee produces regular email updates for external Cooperative Extensionpartners, highlighting updates and new developments in the nEXT Generationreorganization project.

Email feedback or ideas to nextgencommunications@ces.uwex.edu

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Leadership Change in Cooperative Extension

As you all know, Cooperative Extension is in the midst of a comprehensive reorganization project. The nEXT Generation endeavor is a vital pivot point for the division and our institution. After thoughtful deliberation and consultation with UW-Extension leadership, I have decided that this is the right time for a leadership change in Cooperative Extension as we move into the future. Dean Klemme understands the new direction that needs to be taken for the division and has agreed to step down by November 1, 2016.

I know you join me in my appreciation of Dean Klemme's leadership, both in Wisconsin and on the national stage. He is unparalleled in his capacity to know and understand the Cooperative Extension mission. He has built and maintained an incredible number of relationships in the organization and with partners/stakeholders from counties, tribes, campuses, statewide organizations, and with Extension Directors across the country. The foundation of those relationships has been his knowledge of and appreciation for the work of our colleagues in counties and tribal nations and on many 4-year campuses. Dean Klemme has been in national leadership positions and has worked exceptionally well with our Congressional delegation. Of course, he has also functioned as an effective team member in UW-Extension and as a central part of the nEXT Generation planning process.

The transition to new leadership will occur by November 1st. Until that time, Dean Klemme will function as Dean and Director of Cooperative Extension. Next week, I will appoint an Interim Dean who will work closely with Dean Klemme during the transition period. Dean Klemme will serve as a consultant to the nEXT Generation project and will transition out of his role as co-executive sponsor. Dean Klemme will continue to represent UW-Extension and Cooperative Extension in regional and national meetings this fall and will be instrumental in transferring his considerable divisional and institutional knowledge in the upcoming transitional period.

Any change of this magnitude is difficult and unsettling, but I know you join me in recognizing the importance of our broader mission and the future of Cooperative Extension. Provost Aaron Brower and I are committed to working with divisional leadership, partners and clients to ensure a successful transition, continuation of nEXT Generation momentum, and timely internal and external communication. We will remain in contact with you throughout the transition and appreciate your patience, cooperation, and understanding during this time.

Sincerely Yours,

Cathy Sandeen
Chancellor, UW Colleges and UW-Extension

September 7, 2016

Dear Colleagues,

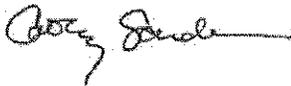
After much discussion within Cooperative Extension and throughout the state, I am writing to let you know that I have asked Karl Martin to serve as Interim Dean and Director for Cooperative Extension. Karl will assume this position on November 1st, and will hold it for up to three years, during which time we will complete a national search for the permanent Dean and Director. This time period will provide sufficient time for Karl to guide Cooperative Extension's full implementation of the changes that will result from the nEXT Generation reorganization.

Many of you know Karl as the Program Director of Community, Natural Resource and Economic Development (CNRED). Karl came to Cooperative Extension from the Wisconsin Department of Natural Resources, where he served for six years as the chief for the Wildlife and Forestry Research Section.

Rick Klemme will remain Dean and Director until November 1st and will work with Karl on the transition of various leadership responsibilities between now and then. The first transition is for Karl to step into the co-executive sponsor role with Provost Brower and Vice Chancellor Wildeck for the nEXT Generation reorganization process. Throughout the upcoming weeks, we will continue to share additional details regarding the leadership transition between Rick and Karl.

I would like to again recognize and thank Rick for his support during this critical transition. His dedication to Cooperative Extension is unmatched. I also want to acknowledge that a change in leadership of this magnitude may make some feel anxious, saddened, and even angry. At the same time, the education and programming we provide to our communities is more important than ever, particularly as state demographics rapidly change—within a stubborn economy—resulting in a shrinking state GPR investment. It is up to all of us to show the people we serve that we remain focused on this important work, which is so critical to the future of Wisconsin.

Please join me in welcoming Karl to his new role. And, as always, thank you for working so diligently and productively on behalf of Cooperative Extension, UW-Extension, and the State of Wisconsin.



Cathy Sandeen
Chancellor

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 EMPLOYEE BEN	43,894	0	43,894	24,066.75	.00	19,827.25	54.8%
10440055 520000 TL - EMPLOYEE BEN	11,605	0	11,605	3,458.12	.00	8,146.88	29.8%
10440055 530000 TL - AGENT CONTRA	135,234	585	135,819	135,819.00	.00	.00	100.0%
10440055 543000 TL - MACH/COMP MAI	235	0	235	235.00	.00	.00	100.0%
10440055 552001 TL - TELEPHONE	750	0	750	486.62	.00	263.38	64.9%
10440055 554001 TL - PRINTING ALLO	6,500	-585	5,915	4,625.58	.00	1,289.42	78.2%
10440055 556000 TL - WACEC DUES	50	0	50	50.00	.00	.00	100.0%
10440055 561100 TL - OFFICE SUPPLI	2,500	0	2,500	1,422.73	.00	1,077.27	56.9%
10440055 561101 TL - POSTAGE	200	0	200	303.74	.00	-103.74	151.9%*
10440055 571000 NTL - MISC PROGRAM	100	0	100	.00	.00	100.00	.0%
TOTAL DIVISION	201,068	0	201,068	170,467.54	.00	30,600.46	84.8%
0039 4H YOUTH AGENT							
10443955 554000 TL - 4H YOUTH A. P	1,600	0	1,600	900.00	.00	700.00	56.3%
10443955 555000 TL - YOUTH A. TRAV	1,200	0	1,200	1,602.76	.00	-402.76	133.6%*
10443955 571000 TL - YOUTH A. MISC	800	0	800	1,323.98	.00	-523.98	165.5%*
10443955 571002 NTL - SAMHSA08/ A	75	11	86	29.44	.00	56.56	34.2%
TOTAL 4H YOUTH AGENT	3,675	11	3,686	3,856.18	.00	-170.18	104.6%
0042 AG AGENT							
10444255 555000 TL - AG AGENT TRAV	1,000	0	1,000	436.86	.00	563.14	43.7%
10444255 555002 NTL - UW AG TRAVEL	0	0	0	287.82	.00	-287.82	100.0%*
10444255 555007 TL - UW AG TRAININ	500	0	500	400.58	.00	99.42	80.1%
10444255 571000 TL - AG AGENT MISC	200	0	200	143.76	.00	56.24	71.9%
10444255 571002 TL - UW AG MISC -	200	0	200	.00	.00	200.00	.0%
TOTAL AG AGENT	1,900	0	1,900	1,269.02	.00	630.98	66.8%
0044 CRD AGENT							
10444455 555000 TL - CRD AGENT TRA	900	0	900	473.04	.00	426.96	52.6%

2-19-16

FOR 2016 13

ACCOUNTS FOR:
44 UW EXTENSION

	ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	FCT 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	578.04	.00	1,021.96	36.1%

0046 FAMILY LIVING							
10444655 555000 TL - FAM LIVING TR	1,000	0	1,000	180.00	.00	820.00	18.0%
10444655 571000 TL - FAMILY LIVING	700	0	700	243.93	.00	456.07	34.8%
TOTAL FAMILY LIVING	1,700	0	1,700	423.93	.00	1,276.07	24.9%

0050 PARENTING FIRST							
10445055 561101 10012 PARENT FIRST	3,200	-200	3,000	59.39	.00	2,940.61	2.0%
TOTAL PARENTING FIRST	3,200	-200	3,000	59.39	.00	2,940.61	2.0%

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	43.43	.00	3,256.57	1.3%
10447655 571000 NTL STRONG BONES M	5,700	-5,729	-29	2,251.90	.00	-2,280.90	-7765.2%*
10447655 571001 NTL STRONG BONES T	6,000	0	6,000	5,818.40	.00	181.60	97.0%
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	8,370.53	.00	1,900.47	81.5%

0077 UW 4-H PROGRAMS							
10447755 554001 NTL TEEN CT PRINT	500	0	500	150.53	.00	349.47	30.1%

2-19-16

FOR 2016 13

ACCOUNTS FOR:
44 UW EXTENSION

	ORIGINAL APPROP	TRANFRS/ ADJSTMS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
10447755 571000 NTL - 4H TEEN CRT	2,090	2,011	4,101	-814.52	.00	4,915.52	-19.9%
TOTAL UW 4-H PROGRAMS	2,590	2,011	4,601	-663.99	.00	5,264.99	-14.4%

0079 SAFETY DAY CAMP							
10447955 571000 NTL - SAFETY DAY C	293	7	300	216.04	.00	83.96	72.0%
TOTAL SAFETY DAY CAMP	293	7	300	216.04	.00	83.96	72.0%

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	2,700.80	.00	1,444.20	65.2%
TOTAL UWEX STATE POSTAGE	4,145	0	4,145	2,700.80	.00	1,444.20	65.2%

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	427.33	.00	3,158.67	11.9%
TOTAL 4-H AFTER THE BELL	1,847	1,839	3,686	427.33	.00	3,258.67	11.6%

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/ ADJSITMS	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	1.26	.00	98.74	1.3%
10448855 571000 NTL - MASTER GARDE	600	105	705	.00	.00	705.00	.0%
TOTAL UW PROGRAM ACCOUNT	700	105	805	1.26	.00	803.74	.2%

0089 NCR- SEED TO TABLE							
10448955 571000 NCR-SEED TO TABLE	2,500	1,911	4,411	655.23	.00	3,755.77	14.9%
TOTAL NCR- SEED TO TABLE	2,500	1,911	4,411	655.23	.00	3,755.77	14.9%

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	6,494.98	.00	-1,366.98	126.7%*
TOTAL SOCIAL NORMS	4,000	2,628	6,628	6,494.98	.00	133.02	98.0%

09/26/2016 13:20
randy-s

LINCOLN COUNTY
YEAR-TO-DATE BUDGET REPORT

2-19-16

P 12
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FOR 2016 13

ACCOUNTS FOR:
44 UW EXTENSION

ORIGINAL APPROP	TRANSFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
248,346	2,491	250,837	195,567.02	.00	55,269.98	78.0%
248,346	2,491	250,837	195,567.02	.00	55,269.98	

TOTAL UW EXTENSION

TOTAL EXPENSES

Presented to:
Personnel Committee 10/03/16
Administrative & Legislative 10/03/16
County Board 10/18/16

Administrative Coordinator's Report

From: September 1, 2016 to: September 30, 2016

POLICY DEVELOPMENT

Committee Meetings:

Finance
Health Trustees
Personnel
A&L
Public Property

DEPARTMENT COORDINATION

September 1 Meeting with Langlade & Marathon County about NCHC
September 1 Administration Department staff meeting
September 1 Meeting with Dan Leydet – 2017 Budget
September 6 Administration Department staff meeting
September 7 Participated in Land Services Group Meeting
September 7 Meeting with Pat Gierl – 2017 Budget
September 7 Meeting with Matt Bremer – 2017 Budget
September 7 Meeting with Marie Peterson – 2017 Budget
September 7 Meeting with Lisa Gervais – 2017 Budget
September 8 Meeting with Renee Krueger – 2017 Budget
September 8 Meeting with Rick Wolf – 2017 Budget
September 8 Meeting with Sheriff Jaeger – 2017 Budget
September 9 Meeting with matt Bremer – Talk about Real Property Lister Position
September 15 Attended Marathon County Board Meeting – NCHC issue
September 19 Meeting with Debbie Moellendorf – Changes to shared Agricultural Development
Educator agreement with Marathon County
September 20 Meeting with Matt Bremer – Yearly Evaluation
September 20 Attended Marathon County Board Meeting – NCHC issue
September 21 Administration Department staff meeting
September 21 Meeting with Debbie Moellendorf – Changes to shared Agricultural Development
Educator agreement with Marathon County
September 27 Conducted monthly department head meeting
September 27 Administration Department staff meeting
September 27 Attended Employee Benefit Meetings
September 28 Attended Employee Benefit Meetings
September 29 Attended Employee Benefit Meetings
September 29 Attended Just Fix It Meeting for Highway Transportation issues

STATUS OF UNION CONTRACTS

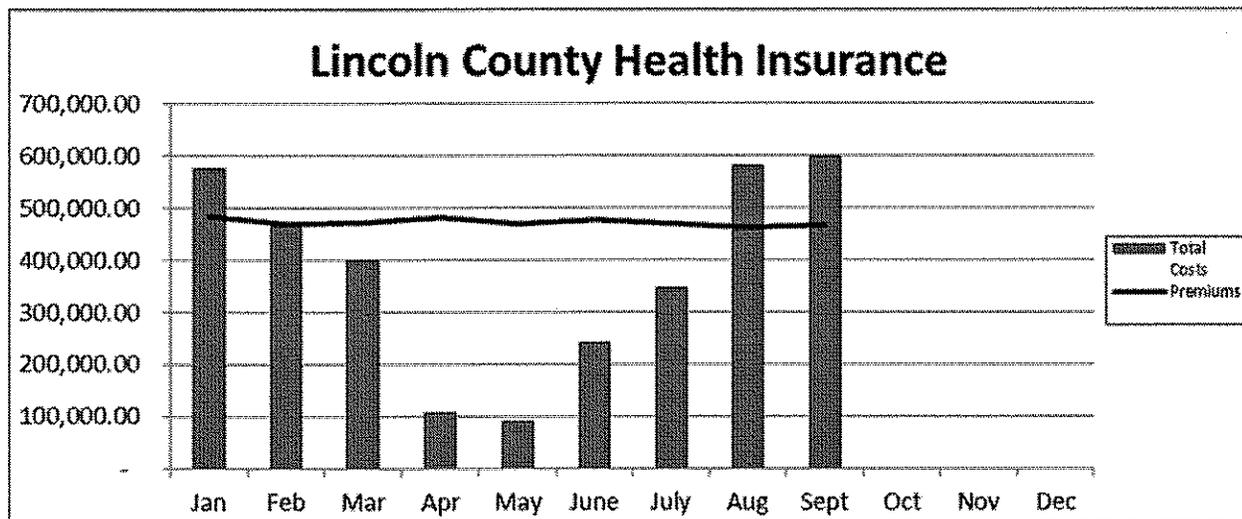
Sheriff Deputies: December 2017
Sheriff-Supervisors: December 2017

RECRUITMENT, SELECTION AND ORIENTATION

1. Sheriff's Office - Deputy – conducting background check
2. Circuit Court Bailiff – reviewing applications
3. Real Property Lister – reviewing applications

Health Insurance 2016

Month	Enrollment		Health Ins Premiums	Stop Loss & Admin Fees	SAS Paid	Total Costs
	Single	Family			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	186,841	241,616
July	94	205	470,657	50,000	298,569	346,932
Aug	107	206	463,030	50,505	527,143	580,415
Sept	108	208	468,234	50,250	544,685	597,567
Oct						
Nov						
Dec						



FOR 2016 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANSFRS/ADJSTWTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
20 ADMINISTRATIVE PERSONNEL							
0000 DIVISION							
10200051 511000 ADMIN SALARIES	116,121	0	116,121	94,986.47	.00	21,134.53	81.8%
10200051 520000 ADMIN EMPLOYEE BEN	44,719	0	44,719	36,615.05	.00	8,103.95	81.9%
10200051 530000 ADMIN CONTRACTED S	0	60,000	60,000	67,527.48	.00	-7,527.48	112.5%*
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	231.71	.00	118.29	66.2%
10200051 553000 ADMIN ADVERTISING	3,500	0	3,500	5,213.35	.00	-1,713.35	149.0%*
10200051 554001 PRINTING ALLOCATIO	3,500	0	3,500	1,786.45	.00	1,713.55	51.0%
10200051 555000 ADMIN TRAVEL TRAI	2,500	0	2,500	1,434.35	.00	1,065.65	57.4%
10200051 560000 ADMIN SUPPLIES	750	0	750	217.01	.00	532.99	28.9%
10200051 561101 ADMIN POSTAGE	500	0	500	182.87	.00	317.13	36.6%
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	208,194.74	.00	46,297.26	81.8%
TOTAL ADMINISTRATIVE PERSONNEL	194,492	60,000	254,492	208,194.74	.00	46,297.26	81.8%
TOTAL EXPENSES	194,492	60,000	254,492	208,194.74	.00	46,297.26	

**Memorandum of Understanding Between
University of Wisconsin-Extension
and**

Lincoln and Marathon Counties

for sharing a Cooperative Extension Agricultural Development Educator

APR 30 2015

1. {INTENT} With financial support from Lincoln and Marathon Counties, UW-Extension, Cooperative Extension (UWEX) agrees to employ a full-time Agricultural Development Educator that will jointly serve Lincoln and Marathon Counties.

The person employed in this position will be an employee of UWEX and will be covered by personnel rules, policies and procedures relevant to UWEX. UWEX will be responsible for distributing all wages, all withholding, any unemployment or workers compensation and liability insurance. Funding for salary and benefits for the full-time position will be shared 20% by Lincoln County, 20% by Marathon County and 60% by UWEX. A position description for the Agricultural Development Educator will be agreed upon by the Committees responsible for Extension oversight in Lincoln and Marathon Counties and UWEX prior to initial recruitment in the event of a vacancy. The counties will contract with UWEX for the services of an Agricultural Development Educator using a 133 county contract.

The position will be supervised by UWEX in cooperation with the Committees responsible for Extension oversight in Lincoln and Marathon Counties. Program direction is jointly determined by UWEX and Lincoln and Marathon Counties with input from other advisory groups. The primary office for the Agricultural Development Educator will be in Lincoln County. Performance review will be conducted following UWEX procedures with involvement of the Committees responsible for Extension oversight in Lincoln and Marathon Counties.

2. {REVIEW} The Committees responsible for Extension oversight in Lincoln and Marathon Counties will every three years meet with the Cooperative Extension Agricultural Development Educator, the Lincoln and Marathon County UWEX Department Heads and the UWEX North Central Regional Director to review the Agricultural Development Educator position description and review and sign this memorandum of understanding, generally at the time the 133 county contract supporting this position is renewed and signed. Meetings will be held at other times or on a more frequent basis if needed.
3. {TERMINATION} Should the Committees responsible for Extension oversight in Lincoln and Marathon Counties or UWEX wish to terminate this shared arrangement, the party wishing to terminate will give no less than 60 days notice of such intent to terminate to the other parties to this Memorandum, consistent with terms of the 133 county contract.

If one or more parties withdraw from this arrangement, the remaining party(ies) can choose to continue the Agricultural Development Educator position at the remaining percentage of time or increase it up to a full-time appointment that is supported by the remaining funding partner(s) for the duration of the 133 county contract in effect at the time. The future status of the position will be negotiated prior to the next 133 county contract year.

UWEX retains employer responsibility to the employee in the Agricultural Development position in accordance with UWEX faculty or academic staff rules regardless of funding partnership changes.

4. {TITLE} Under this agreement, the Cooperative Extension Agricultural Development Educator will have the title of Lincoln/Marathon County Extension Agricultural Development Educator.
5. The Agricultural Development Educator will split work time equitably between Lincoln and Marathon Counties.

The Agricultural Development Educator will not be reimbursed for travel from the educator's residence to the county office at which the educator is scheduled to work out of that day.

When traveling to work with clientele of a county, the Agricultural Development Educator will be reimbursed

by that county for actual miles traveled, not to exceed the round trip distance between the Extension office from which the trip began and the work site. The Agricultural Development Educator will be encouraged to plan office location schedules to minimize travel between office and clientele work sites. Reimbursement for mileage and other authorized county expenses will be at the rate authorized by the reimbursing county. Lincoln County will invoice Marathon County for expenses as appropriate for the position so there is one point of accountability.

6. The Cooperative Extension Agricultural Development Educator will be accountable to the UWEX County Department Heads and the Committees responsible for Extension oversight in Lincoln and Marathon Counties and to the North Central Regional Director.
7. The Extension Agricultural Development Educator's attendance at staff meetings in the two counties will be mutually agreed upon by the Extension Agricultural Development Educator and the respective UWEX County Department Heads. The Agricultural Development Educator will attend both the Committees responsible for Extension oversight in Lincoln and Marathon Counties meetings at least quarterly.
8. Office space, secretarial and other supply/expense support will be provided by each county to support the Educator in carrying out programming responsibilities in a manner deemed appropriate for a professional Educator by all parties to this Memorandum.
9. Out-of-county time not directly tied to serving the clientele of Lincoln and Marathon Counties (vacation, holidays, in-service training, regional meetings, etc.) will be allocated equally between Lincoln and Marathon Counties.

Robert Lussow
Robert Lussow, Lincoln County A&L, Chair

4-13-15
Date

Sandi Cihlar
Sandi Cihlar, Marathon County EEC, Chair

3-11-15
Date

Tom Schmitz
Tom Schmitz
UW-Extension North Central Regional Director

4-15-15
Date

Richard Klemme
Richard Klemme
UW-Extension Dean and Director

4-20-15
Date

Margaret Erickson
for Jordan Ott
UW-Extension Contract Officer

APR 24 2015
Date

MARGARET ERICKSON
CONTROLLER

* Recommendation for Contract Award to CDW.

Proposal Submission Deadline: Sept. 16th, 2016 3:00PM

Proposal Opening and Announcements: Sept. 16th, 2016 3:15PM

Line Item 1: UC Refresh

Bidder Name	Receipt Date/Time	Bid Amount	Meets Minimum Specs
* CDW	9/07/1: 15 PM	Base \$30,557.01 & 5 yr. SMARTNet contract of \$11,702.52 for a total of \$42,259.53	Yes
RMM Solutions	9/16/ 2:50 PM	Base \$29,258.80 & 5 yr. SMARTNet contract of \$13,020.15 for a total of \$42,278.95	Yes, but required further verification
No other bids			

Opened and Announced at Lincoln County Service Center by: David Smith – Lincoln County Information Technology

Witnessed by: Travis Spoehr – Lincoln County Information Technology and a representative from RMM Solutions, Jenna Shier.

Resolution 2016 -

Resolution Opposing Efforts to make County Veterans Service Officers Optional

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	Zeit			
Totals				
Carried				
Defeated				
Amended				
Voice vote				
Roll call				

WHEREAS, Wisconsin Statutes Section 45.80 requires each county to elect a County Veterans Service Officer who is a Wisconsin resident and who served under honorable conditions on active duty in the Armed Forces; and

WHEREAS, County Veterans Service Officers are responsible for 95% of veterans' claims at any given time at the VA Regional Office in Milwaukee; and

WHEREAS, County Veterans Service Officers assist veterans with obtaining more than \$2.4 billion in VA benefits annually; and

WHEREAS, County Veterans Service Officers are invaluable to all veterans but especially elderly and disabled veterans in rural communities who are unable to drive and do not have public transportation options; and

WHEREAS, County Veterans Service Officers are the only veterans' advocates when dealing with the VA who serve veterans' right in their community.

NOW, THEREFORE, BE IT RESOLVED, that the county of Lincoln joins other counties in the state of Wisconsin, to express their desire to the Wisconsin State Legislature adamantly opposing any efforts to make County Veterans Service Officers optional, to allow non-veterans to fill the position of County Veterans Service Officers, and/or to consolidate or regionalize County Veterans Service Offices.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to all Lincoln County's State Senators and Assembly Representatives, to the Wisconsin Counties Association, and to the President of the County Veterans Service Officers Association of Wisconsin.

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

Dated: (fill-in County Board date)

Introduced by: Administrative and Legislative Committee

Date Passed: May 2nd, 2016 Committee Vote: 5-0

Fiscal Impact: None

Drafted by: Richard Wolf, CVSO