

**LINCOLN COUNTY  
SOCIAL SERVICES COMMITTEE  
Monday September 12, 2022 at 4:00 p.m.**

Meeting Location: Room 156 Government Services Center 801 N. Sales St., Merrill, WI 54452  
Via Teleconference and In-Person Attendance

**Electronic Attendance Available:** Persons wishing to attend the meeting electronically may enter the meeting beginning ten minutes prior to the start time indicated above using the following number or address:

**Meeting ID**

<https://meet.google.com/mpn-uyvn-rme>

**Phone Numbers**

(US) +1 401-830-3426

PIN: 356 656 891#

In the event there is an unforeseen technical difficulty that prevents all or a part of the meeting from being available electronically, the meeting will continue in person and those wishing to attend can appear in person at the location indicated in this agenda.

**Attendance Policy:** Lincoln County encourages all individuals attending in person to follow the most recent CDC guidelines for vaccinated and unvaccinated individuals. All public participants' phones, microphones and chat dialog boxes will be muted or disabled during the meeting.

**Agenda**

1. Call meeting to order
2. Approval of August 8, 2022 minutes
3. Approval of Amended Minutes Public Hearing July 26, 2022
4. Financial Report
  - a. 2022 Year To Date
5. Director's Report
6. Requests For Proposal for vehicle review and action
7. Resolution 2017-01-59 review
  - a. Field Placement (unpaid) contract with Concordia University
  - b. TSSF
8. Targeted Safety Supports Funds additional allocations and LTE
9. Update on Opioid Settlement
10. Feedback from Wisconsin Counties Association *Diversity, Equity and Inclusion* meeting
11. Overview of Economic Support
12. Policy & Resolutions –
  - a. none
13. Director Time Sheets for period 07/25//22 through 09/04/22
14. Future Agenda Items - Truancy Policy; Complaint Policy Revisions;
15. Next Meeting Date(s)- October 10, 2022, 4:00 p.m. Service Center Room 156
16. Adjourn

**DISTRIBUTION:**

Committee Members – Angela Cummings (Chair), Lori Anderson-Malm, Marty Lemke, Greta Rusch, Laurie Thiel  
Administrative Coordinator, Other County Board Supervisors, Department Heads, and Local Media

Posted on \_\_\_\_\_ at \_\_\_\_\_ .m. by \_\_\_\_\_

**Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting. Please contact the county clerk, at 715-539-1019 or [chris.marlowe@co.lincoln.wi.us](mailto:chris.marlowe@co.lincoln.wi.us), 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.

**LINCOLN COUNTY  
SOCIAL SERVICES COMMITTEE**

Lincoln County Service Center, 801 N. Sales St, Rm 156, Merrill, WI 54452

MEETING MINUTES

<b>Meeting Date</b>	Monday August 8, 2022
<b>Meeting Time</b>	4:00pm
<b>In Person Committee Members</b>	Angela Cummings, Greta Rusch, Lori Anderson-Malm, Laurie Thiel, Marty
<b>Committee Members Virtual</b>	Lemke
<b>Committee Members Absent</b>	
<b>In Person Guests</b>	Renee Krueger
<b>Agenda Items</b>	<b>Actions</b>
Call Meeting to Order	4:00pm Chair Cummings
1. Approve Minutes from 07.11.22	Motion to approve. Rusch/Thiel – carried
2. Financial Report	
a. 2022 Year To Date	Placed on file
b. 2023 Public Hearing	No public were in attendance; no further discussion
c. 2023 Budget Approvals	Motion to approve the Social Services budget. Rusch/Thiel – carried
	Motion to approve the Child Support budget. Rusch/Anderson-Malm – carried
d. 85.21 Trust Fund Application Request	Krueger informed committee of recent discussion with the Department of Transportation regarding options for trust fund use. Krueger requested to continue to pursue developing proposal for kayak lifts, e-bikes, docks, and other modes of transportation targeted for elderly and disabled to increase access. Motion to approve Krueger to pursue developing a proposal for the use of 85.21 trust funds. Lemke/Thiel – carried
3. Directors Report	Placed on file
4. Overview of Child Welfare Unit	Krueger provided overview of various programs, staffing, and funding
5. Updates on Housing Summit	Wylie provided update on formal committee development that is now independent of any Lincoln County Committee. Krueger provided update on the resolution regarding the <i>Dream Up</i> resolution going before the County Board this month. No further need to keep item on agenda.
6. Policy & Resolutions	None
7. Director Time Sheets for period 06.27.22 through 07.24.22	Motion to approve. Thiel/Anderson-Malm –carried
<b>Next Meeting</b>	9.12.22 4:00pm
<b>Future Agenda Items</b>	Economic Support Overview
<b>Adjourn</b>	Motion Lemke/Thiel – Carried. Adjourned 6:00p.m.

Minutes prepared by Renee Krueger



**LINCOLN COUNTY  
SOCIAL SERVICES COMMITTEE  
\*PUBLIC HEARING AMENDED MINUTES\***

**Lincoln County Service Center, 801 N. Sales St, Rm 255/257, Merrill, WI 54452**

**MEETING MINUTES**

<b>Meeting Date</b>	*Tuesday July 26th, 2022*
<b>Meeting Time</b>	4:00 p.m. – Medical Transportation Program 4:15 p.m. – Lincoln County Social Services
<b>In Person Committee Members</b>	Angela Cummings, Greta Rusch, Marty Lemke, Laurie Thiel
<b>Committee Members Absent</b>	Lori Anderson-Malm (excused)
<b>In Person Guests</b>	Renee Krueger, Jessi Rumsey, Sarah Brandner, Glenda Kummerow
<b>Agenda Items</b>	<b>Actions</b>
Call Meeting to Order	4:00pm Chair Cummings
1. General Overview and Services of the 85.21 program	Krueger provided overview of program; Brandner explained Trust Fund and parameters around allowable costs
2. Public Input	None
3. General Overview of Social Services Budget for 2023	Kummerow, Rumsey, Brandner, and Krueger explained process of developing the comprehensive budget. Krueger provided summary of revenue sources provided by WI Department of Health Services and WI Department of Children and Families
4. Public Input	None.
Next Meeting	8.8.22 4:00pm
Future Agenda Items	Child Welfare overview
Adjourn	Motion Thiel/Lemke – Carried. Adjourned 4:45p.m.

Minutes prepared by Renee Krueger



09/02/2022 13:20  
Sarah.Brandner

LINCOLN COUNTY  
YEAR-TO-DATE BUDGET REPORT  
SOCIAL SERVICES

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glytdbud

FOR 2022 08

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0024 SOCIAL SERVICES FUND									
24000054	435600	HUMAN SERV-CTY BAS	-482,617	-482,617	-261,643.13	.00	.00	-220,973.87	54.2%*
24000054	435601	PRIOR PERIOD REVEN	0	0	-2,284.95	.00	.00	2,284.95	100.0%
24000060	411100	SOCIAL SERVICES TA	-687,685	-687,685	-687,685.00	.00	.00	.00	100.0%
24008554	432500	10632 TARGETED SAFE	-38,500	-38,500	-30,327.70	.00	.00	-8,172.30	78.8%*
24008554	511000	10632 TARGETED SAFE	33,246	33,246	22,168.09	.00	.00	11,077.91	66.7%
24008554	520000	10632 TARGETED SAFE	2,754	2,754	4,597.01	.00	.00	-1,843.01	166.9%*
24008554	555000	10632 TARGETED SAFE	500	500	1,038.09	.00	.00	-538.09	207.6%*
24008554	570000	10632 TARGETED SAFE	2,000	2,000	2,632.03	608.24	.00	-632.03	131.6%*
24008654	511000	10632 TARGETED SAFE	3,289	3,289	3,021.93	.00	.00	267.07	91.9%
24008654	520000	10632 TARGETED SAFE	273	273	630.68	.00	.00	-357.68	231.0%*
24008654	555000	10632 TARGETED SAFE	49	49	124.88	.00	.00	-75.88	254.9%*
24008654	570000	10632 TARGETED SAFE	198	198	288.88	66.76	.00	-90.88	145.9%*
24019854	474000	DOT PINECREST MATC	-1,260	-1,260	-105.68	.00	.00	-1,154.32	8.4%*
24019954	474000	DOT WORKSHOP MATCH	-2,000	-2,000	.00	.00	.00	-2,000.00	.0%*
24021754	435600	10038 STATE DOT GRA	-88,277	-88,277	-89,251.00	.00	.00	974.00	101.1%
24021754	553000	10038 DOT ADVERTISI	300	300	168.00	.00	.00	132.00	56.0%
24021754	554001	10038 DOT PRINTING	300	300	115.41	24.87	.00	184.59	38.5%
24021754	561100	10038 DOT OFFICE SU	100	100	.00	.00	.00	100.00	.0%
24021754	571001	10038 DOT PROGRAM E	71,277	71,277	55,626.85	6,028.27	.00	15,650.15	78.0%
24021754	595000	10038 DOT PINECREST	6,300	6,300	528.40	.00	.00	5,771.60	8.4%
24021754	595001	10038 DOT WORKSHOP	10,000	10,000	.00	.00	.00	10,000.00	.0%
24021954	571001	10038 COUNTY DOT PR	17,655	17,655	17,845.68	.00	.00	-190.68	101.1%*
24440254	511000	10300 SUPPORT/OVERH	198,020	198,020	114,364.39	.00	.00	83,655.61	57.8%
24440254	511001	BOARD PER DIEM	3,000	3,000	1,462.31	315.00	.00	1,537.69	48.7%
24440254	520000	SUPPORT/OVERHEAD E	230	230	93.77	18.76	.00	136.23	40.8%
24440254	520000	10300 SUPPORT/OVERH	97,855	97,855	55,966.38	.00	.00	41,888.62	57.2%
24440254	554001	10300 PRINTING ALLO	2,000	2,000	1,366.77	290.91	.00	633.23	68.3%
24440254	570000	10300 SUPPORT/OVERH	-600,000	-600,000	-573,761.22	880.40	.00	-26,238.78	95.6%*
24440354	435600	10076 IMAA REVENUE	-596,741	-596,741	-413,847.50	.00	.00	-182,893.50	69.4%*
24440354	511000	10076 INC MAINT SAL	317,327	317,327	169,765.10	.00	.00	147,561.90	53.5%
24440354	520000	10076 INC MAINT EMP	179,040	179,040	108,462.23	.00	.00	70,577.77	60.6%
24440354	554001	10076 PRINTING ALLO	500	500	202.47	31.02	.00	297.53	40.5%
24440354	570000	10076 INC MAINT UNC	251,521	251,521	204,670.39	1,603.68	.00	46,850.61	81.4%
24442254	435600	10851 CHILD CARE ST	-157,390	-157,390	-100,403.45	.00	.00	-56,986.55	63.8%*
24442254	511000	08310 CHILD CARE CE	0	0	89.53	.00	.00	-89.53	100.0%*
24442254	511000	10851 SS CHILD CARE	61,008	61,008	42,151.84	.00	.00	18,856.16	69.1%
24442254	520000	08310 CHILD CARE CE	0	0	54.19	.00	.00	-54.19	100.0%*
24442254	520000	10851 SS CHILD CARE	32,786	32,786	31,280.02	.00	.00	1,505.98	95.4%
24442254	570000	10851 SS CHILD CARE	56,043	56,043	26,827.87	.00	.00	29,215.13	47.9%
24444954	511000	10833 ENERGY ASSIST	53,492	53,492	769.77	.00	.00	52,722.23	1.4%

FOR 2022 08

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
24444954	520000	10833	ENERGY ASSIST	37,049	37,049	571.08	.00	.00	36,477.92	1.5%
24444954	554001	10833	ENERGY ASSIST	500	500	115.43	1.72	.00	384.57	23.1%
24444954	570000	10833	ENERGY ASSIST	30,000	30,000	8,762.15	.00	.00	21,237.85	29.2%
24445054	435600	10831	LIHEAP PB	0	0	-31,134.77	.00	.00	31,134.77	100.0%*
24445054	511000	10831	LIHEAP WAGE	0	0	13,852.80	.00	.00	-13,852.80	100.0%*
24445054	520000	10831	LIHEAP - WAGE	0	0	8,729.32	.00	.00	-8,729.32	100.0%*
24450854	511000	10561	JUV SOC WORKE	522,967	522,967	273,389.51	.00	.00	249,577.49	52.3%
24450854	520000	10561	JUV SOC WORKE	313,087	313,087	132,376.52	.00	.00	180,710.48	42.3%
24450854	554001	10561	JUV SOC WORKE	2,000	2,000	2,032.37	218.68	.00	-32.37	101.6%*
24450854	570000	10561	JUV SOC WORKE	120,000	120,000	153,726.79	156.88	.00	-33,726.79	128.1%*
24453754	570000	10366	YOUTH AIDS CO	366,000	366,000	223,355.92	.00	.00	142,644.08	61.0%
24453954	570000	YA LINCOLN HILLS O	0	0	104,604.00	.00	.00	-104,604.00	100.0%*	
24454554	570000	10395	FOSTER PARENT	7,000	7,000	27,019.76	280.00	.00	-20,019.76	386.0%*
24455254	570000	10325	YA GROUP HOME	48,000	48,000	71,360.76	-23.08	.00	-23,360.76	148.7%*
24455354	570000	10325	YA CC INSTITU	150,000	150,000	256,285.56	.00	.00	-106,285.56	170.9%*
24455554	462402	SHELTER CARE REIMB	0	0	-1,666.61	.00	.00	1,666.61	100.0%	
24455554	570000	10561	PURCHASED SER	15,000	15,000	3,490.28	.00	.00	11,509.72	23.3%
24455654	570000	10561	NON YA INSTIT	60,000	60,000	83,270.12	.00	.00	-23,270.12	138.8%*
24455754	435600	10561	SUBSIDIZED GU	0	0	-18,055.00	.00	.00	18,055.00	100.0%
24455754	570000	10561	NON YA FOSTER	100,000	100,000	138,060.23	-1,235.66	.00	-38,060.23	138.1%*
24455754	570005	10561	SUBSIDIZED GU	36,000	36,000	36,947.00	-59.00	.00	-947.00	102.6%*
24455854	570000	10366	AODA OUT PTNT	8,300	8,300	250.00	.00	.00	8,050.00	3.0%
24456154	435600	10306	SSF - REV	-42,827	-42,827	-37,345.31	.00	.00	-5,481.69	87.2%*
24456154	570000	10306	SAFE & STABLE	42,827	42,827	40,552.17	3,422.17	.00	2,274.83	94.7%
24456254	435600	CHILDREN AND FAMIL	-636,407	-636,407	-579,226.30	.00	.00	-57,180.70	91.0%*	
24456254	570000	10340	CHILD & FAM I	50,000	50,000	11,804.14	.00	.00	38,195.86	23.6%
24456454	570000	10341	CHILD AND FAM	20,000	20,000	4,725.88	-50.00	.00	15,274.12	23.6%
24456454	570000	10326	SOCIAL SERV S	3,911	3,911	6,720.00	.00	.00	-2,809.00	171.8%*
24456854	570000	10366	COMMUNITY INT	0	0	22,796.80	.00	.00	-22,796.80	100.0%*
24457054	435600	10377	KINSHIP BENEF	-125,000	-125,000	-93,300.00	.00	.00	-31,700.00	74.6%*
24457054	570000	10377	KINSHIP CARE	125,000	125,000	106,406.20	12,598.20	.00	18,593.80	85.1%
24457154	435600	10380	KINSHIP ASSES	-12,649	-12,649	-6,246.82	.00	.00	-6,402.18	49.4%*
24457154	570000	10380	KINSHIP ASSES	12,649	12,649	6,246.82	.00	.00	6,402.18	49.4%
24666654	511000	UNALLOCATED SALARI	0	0	90,545.65	90,922.95	.00	-90,545.65	100.0%*	
24666654	520000	UNALLOCATED EMPLOY	0	0	50,019.51	49,642.21	.00	-50,019.51	100.0%*	
TOTAL SOCIAL SERVICES FUND				0	0	-181,954.71	165,742.98	.00	181,954.71	100.0%
TOTAL REVENUES				-2,871,353	-2,871,353	-2,352,523.22	.00	.00	-518,829.78	
TOTAL EXPENSES				2,871,353	2,871,353	2,170,568.51	165,742.98	.00	700,784.49	
GRAND TOTAL				0	0	-181,954.71	165,742.98	.00	181,954.71	100.0%

\*\* END OF REPORT - Generated by Sarah Brandner \*\*



09/02/2022 13:25  
Sarah.Brandner

LINCOLN COUNTY  
YEAR-TO-DATE BUDGET REPORT  
CHILD SUPPORT

P 1  
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FOR 2022 08

			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND									
10600054	435600	10003 HUMAN SERVICE	-249,736	-249,736	-182,738.66	-24,848.00	.00	-66,997.34	73.2%*
10600054	435601	10003 PRIOR PERIOD	0	0	-20,601.96	.00	.00	20,601.96	100.0%
10600054	466001	HUMAN SERVICE (BLO	-2,200	-2,200	-1,419.59	-182.00	.00	-780.41	64.5%*
10600054	466003	HUMAN SERVICE (OTH	-3,200	-3,200	-2,734.06	-445.95	.00	-465.94	85.4%*
10600054	511000	10003 CHILD SUPPORT	178,270	178,270	111,375.55	13,488.29	.00	66,894.45	62.5%
10600054	520000	10003 CHILD SUPPORT	71,609	71,609	45,690.71	5,652.94	.00	25,918.29	63.8%
10600054	531010	10003 CHILD SUPPORT	500	500	.00	.00	.00	500.00	.0%
10600054	531020	10003 LEGAL SERVICE	0	0	262.50	.00	.00	-262.50	100.0%*
10600054	532270	10003 BLOOD TESTS	2,400	2,400	1,686.00	.00	.00	714.00	70.3%
10600054	532280	10003 INVESTIGATION	5,800	5,800	3,744.64	266.40	.00	2,055.36	64.6%
10600054	544000	10003 RENTALS	9,000	9,000	.00	.00	.00	9,000.00	.0%
10600054	551000	10003 INSURANCE	2,000	2,000	.00	.00	.00	2,000.00	.0%
10600054	552001	10003 TELEPHONE	1,400	1,400	873.55	107.85	.00	526.45	62.4%
10600054	554001	10003 PRINTING ALLO	2,000	2,000	934.97	125.41	.00	1,065.03	46.7%
10600054	555000	10003 TRAVEL TRAINI	1,800	1,800	420.00	170.00	.00	1,380.00	23.3%
10600054	560000	10003 SUPPLIES	2,000	2,000	453.00	.00	.00	1,547.00	22.7%
10600054	561100	10003 NIVD - POSTAG	75	75	24.50	.00	.00	50.50	32.7%
10600054	561101	10003 POSTAGE	4,800	4,800	2,739.92	.00	.00	2,060.08	57.1%
10600054	570000	10003 CHILD SUPPORT	3,000	3,000	3,585.27	146.61	.00	-585.27	119.5%*
10600054	571000	10003 NIVD -MISCELL	0	0	298.45	.00	.00	-298.45	100.0%*
10600060	411100	GENERAL PROPERTY T	-29,518	-29,518	-29,518.00	.00	.00	.00	100.0%
TOTAL GENERAL FUND			0	0	-64,923.21	-5,518.45	.00	64,923.21	100.0%
TOTAL REVENUES			-284,654	-284,654	-237,012.27	-25,475.95	.00	-47,641.73	
TOTAL EXPENSES			284,654	284,654	172,089.06	19,957.50	.00	112,564.94	
GRAND TOTAL			0	0	-64,923.21	-5,518.45	.00	64,923.21	100.0%

\*\* END OF REPORT - Generated by Sarah Brandner \*\*



09/02/2022 13:27  
Sarah.Brandner

| LINCOLN COUNTY  
| YEAR-TO-DATE BUDGET REPORT  
SOCIAL SERVICES

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
0000 DIVISION							
24000054 435600 HUMAN SERV-CTY BAS	-482,617	-482,617	-261,643.13	.00	.00	-220,973.87	54.2%*
24000054 435601 PRIOR PERIOD REVEN	0	0	-2,284.95	.00	.00	2,284.95	100.0%
24000060 411100 SOCIAL SERVICES TA	-687,685	-687,685	-687,685.00	.00	.00	.00	100.0%
TOTAL DIVISION	-1,170,302	-1,170,302	-951,613.08	.00	.00	-218,688.92	81.3%
TOTAL REVENUES	-1,170,302	-1,170,302	-951,613.08	.00	.00	-218,688.92	
0198 DOT PINECREST MATCH							
24019854 474000 DOT PINECREST MATC	-1,260	-1,260	-105.68	.00	.00	-1,154.32	8.4%*
TOTAL DOT PINECREST MATCH	-1,260	-1,260	-105.68	.00	.00	-1,154.32	8.4%
TOTAL REVENUES	-1,260	-1,260	-105.68	.00	.00	-1,154.32	
0199 DOT WORKSHOP MATCH							
24019954 474000 DOT WORKSHOP MATCH	-2,000	-2,000	.00	.00	.00	-2,000.00	.0%*
TOTAL DOT WORKSHOP MATCH	-2,000	-2,000	.00	.00	.00	-2,000.00	.0%
TOTAL REVENUES	-2,000	-2,000	.00	.00	.00	-2,000.00	
0217 STATE DOT GRANT							
24021754 435600 10038 STATE DOT GRA	-88,277	-88,277	-89,251.00	.00	.00	974.00	101.1%
24021754 553000 10038 DOT ADVERTISI	300	300	168.00	.00	.00	132.00	56.0%
24021754 554001 10038 DOT PRINTING	300	300	115.41	24.87	.00	184.59	38.5%
24021754 561100 10038 DOT OFFICE SU	100	100	.00	.00	.00	100.00	.0%
24021754 571001 10038 DOT PROGRAM E	71,277	71,277	55,626.85	6,028.27	.00	15,650.15	78.0%
24021754 595000 10038 DOT PINECREST	6,300	6,300	528.40	.00	.00	5,771.60	8.4%
24021754 595001 10038 DOT WORKSHOP	10,000	10,000	.00	.00	.00	10,000.00	.0%
TOTAL STATE DOT GRANT	0	0	-32,812.34	6,053.14	.00	32,812.34	100.0%
TOTAL REVENUES	-88,277	-88,277	-89,251.00	.00	.00	974.00	
TOTAL EXPENSES	88,277	88,277	56,438.66	6,053.14	.00	31,838.34	
0219 COUNTY DOT EXPENDITURES							

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0219	COUNTY DOT EXPENDITURES	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
24021954	571001 10038 COUNTY DOT PR	17,655	17,655	17,845.68	.00	.00	-190.68	101.1%*
	TOTAL COUNTY DOT EXPENDITURES	17,655	17,655	17,845.68	.00	.00	-190.68	101.1%
	TOTAL EXPENSES	17,655	17,655	17,845.68	.00	.00	-190.68	
0285	TARGETED SAFETY GRANT EXPENSE							
24008554	432500 10632 TARGETED SAFE	-38,500	-38,500	-30,327.70	.00	.00	-8,172.30	78.8%*
24008554	511000 10632 TARGETED SAFE	33,246	33,246	22,168.09	.00	.00	11,077.91	66.7%
24008554	520000 10632 TARGETED SAFE	2,754	2,754	4,597.01	.00	.00	-1,843.01	166.9%*
24008554	555000 10632 TARGETED SAFE	500	500	1,038.09	.00	.00	-538.09	207.6%*
24008554	570000 10632 TARGETED SAFE	2,000	2,000	2,632.03	608.24	.00	-632.03	131.6%*
	TOTAL TARGETED SAFETY GRANT EXPEN	0	0	107.52	608.24	.00	-107.52	100.0%
	TOTAL REVENUES	-38,500	-38,500	-30,327.70	.00	.00	-8,172.30	
	TOTAL EXPENSES	38,500	38,500	30,435.22	608.24	.00	8,064.78	
0286	TARGETED SAFETY MATCH EXPENSE							
24008654	511000 10632 TARGETED SAFE	3,289	3,289	3,021.93	.00	.00	267.07	91.9%
24008654	520000 10632 TARGETED SAFE	273	273	630.68	.00	.00	-357.68	231.0%*
24008654	555000 10632 TARGETED SAFE	49	49	124.88	.00	.00	-75.88	254.9%*
24008654	570000 10632 TARGETED SAFE	198	198	288.88	66.76	.00	-90.88	145.9%*
	TOTAL TARGETED SAFETY MATCH EXPEN	3,809	3,809	4,066.37	66.76	.00	-257.37	106.8%
	TOTAL EXPENSES	3,809	3,809	4,066.37	66.76	.00	-257.37	
4402	SUPPORT/OVERHEAD							
24440254	511000 10300 SUPPORT/OVERH	198,020	198,020	114,364.39	.00	.00	83,655.61	57.8%
24440254	511001 BOARD PER DIEM	3,000	3,000	1,462.31	315.00	.00	1,537.69	48.7%
24440254	520000 SUPPORT/OVERHEAD E	230	230	93.77	18.76	.00	136.23	40.8%
24440254	520000 10300 SUPPORT/OVERH	97,855	97,855	55,966.38	.00	.00	41,888.62	57.2%
24440254	554001 10300 PRINTING ALLO	2,000	2,000	1,366.77	290.91	.00	633.23	68.3%
24440254	570000 10300 SUPPORT/OVERH	-600,000	-600,000	-573,761.22	880.40	.00	-26,238.78	95.6%*
	TOTAL SUPPORT/OVERHEAD	-298,895	-298,895	-400,507.60	1,505.07	.00	101,612.60	134.0%
	TOTAL EXPENSES	-298,895	-298,895	-400,507.60	1,505.07	.00	101,612.60	

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4403	INCOME MAINTENANCE			ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4403 INCOME MAINTENANCE										
24440354	435600	10076	IMAA REVENUE	-596,741	-596,741	-413,847.50	.00	.00	-182,893.50	69.4%*
24440354	511000	10076	INC MAINT SAL	317,327	317,327	169,765.10	.00	.00	147,561.90	53.5%
24440354	520000	10076	INC MAINT EMP	179,040	179,040	108,462.23	.00	.00	70,577.77	60.6%
24440354	554001	10076	PRINTING ALLO	500	500	202.47	31.02	.00	297.53	40.5%
24440354	570000	10076	INC MAINT UNC	251,521	251,521	204,670.39	1,603.68	.00	46,850.61	81.4%
TOTAL INCOME MAINTENANCE				151,647	151,647	69,252.69	1,634.70	.00	82,394.31	45.7%
TOTAL REVENUES				-596,741	-596,741	-413,847.50	.00	.00	-182,893.50	
TOTAL EXPENSES				748,388	748,388	483,100.19	1,634.70	.00	265,287.81	
4422 SS CHILD CARE ADMIN										
24442254	435600	10851	CHILD CARE ST	-157,390	-157,390	-100,403.45	.00	.00	-56,986.55	63.8%*
24442254	511000	08310	CHILD CARE CE	0	0	89.53	.00	.00	-89.53	100.0%*
24442254	511000	10851	SS CHILD CARE	61,008	61,008	42,151.84	.00	.00	18,856.16	69.1%
24442254	520000	08310	CHILD CARE CE	0	0	54.19	.00	.00	-54.19	100.0%*
24442254	520000	10851	SS CHILD CARE	32,786	32,786	31,280.02	.00	.00	1,505.98	95.4%
24442254	570000	10851	SS CHILD CARE	56,043	56,043	26,827.87	.00	.00	29,215.13	47.9%
TOTAL SS CHILD CARE ADMIN				-7,553	-7,553	.00	.00	.00	-7,553.00	.0%
TOTAL REVENUES				-157,390	-157,390	-100,403.45	.00	.00	-56,986.55	
TOTAL EXPENSES				149,837	149,837	100,403.45	.00	.00	49,433.55	
4449 ENERGY ASSISTANCE										
24444954	511000	10833	ENERGY ASSIST	53,492	53,492	769.77	.00	.00	52,722.23	1.4%
24444954	520000	10833	ENERGY ASSIST	37,049	37,049	571.08	.00	.00	36,477.92	1.5%
24444954	554001	10833	ENERGY ASSIST	500	500	115.43	1.72	.00	384.57	23.1%
24444954	570000	10833	ENERGY ASSIST	30,000	30,000	8,762.15	.00	.00	21,237.85	29.2%
TOTAL ENERGY ASSISTANCE				121,041	121,041	10,218.43	1.72	.00	110,822.57	8.4%
TOTAL EXPENSES				121,041	121,041	10,218.43	1.72	.00	110,822.57	
4450 LIHEAP PUBLIC BENEFITS										
24445054	435600	10831	LIHEAP PB	0	0	-31,134.77	.00	.00	31,134.77	100.0%



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4450	LIHEAP PUBLIC BENEFITS	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
24445054	511000 10831 LIHEAP WAGE	0	0	13,852.80	.00	.00	-13,852.80	100.0%*
24445054	520000 10831 LIHEAP - WAGE	0	0	8,729.32	.00	.00	-8,729.32	100.0%*
	TOTAL LIHEAP PUBLIC BENEFITS	0	0	-8,552.65	.00	.00	8,552.65	100.0%
	TOTAL REVENUES	0	0	-31,134.77	.00	.00	31,134.77	
	TOTAL EXPENSES	0	0	22,582.12	.00	.00	-22,582.12	
4508	JUVENILE							
24450854	511000 10561 JUV SOC WORKE	522,967	522,967	273,389.51	.00	.00	249,577.49	52.3%
24450854	520000 10561 JUV SOC WORKE	313,087	313,087	132,376.52	.00	.00	180,710.48	42.3%
24450854	554001 10561 JUV SOC WORKE	2,000	2,000	2,032.37	218.68	.00	-32.37	101.6%*
24450854	570000 10561 JUV SOC WORKE	120,000	120,000	153,726.79	156.88	.00	-33,726.79	128.1%*
	TOTAL JUVENILE	958,054	958,054	561,525.19	375.56	.00	396,528.81	58.6%
	TOTAL EXPENSES	958,054	958,054	561,525.19	375.56	.00	396,528.81	
4537	YOUTH AIDS							
24453754	570000 10366 YOUTH AIDS CO	366,000	366,000	223,355.92	.00	.00	142,644.08	61.0%
	TOTAL YOUTH AIDS	366,000	366,000	223,355.92	.00	.00	142,644.08	61.0%
	TOTAL EXPENSES	366,000	366,000	223,355.92	.00	.00	142,644.08	
4539	YOUTH AIDS LINCOLN HILLS EXP							
24453954	570000 YA LINCOLN HILLS O	0	0	104,604.00	.00	.00	-104,604.00	100.0%*
	TOTAL YOUTH AIDS LINCOLN HILLS EX	0	0	104,604.00	.00	.00	-104,604.00	100.0%
	TOTAL EXPENSES	0	0	104,604.00	.00	.00	-104,604.00	
4545	FOSTER PARENT TRAINING							
24454554	570000 10395 FOSTER PARENT	7,000	7,000	27,019.76	280.00	.00	-20,019.76	386.0%*
	TOTAL FOSTER PARENT TRAINING	7,000	7,000	27,019.76	280.00	.00	-20,019.76	386.0%
	TOTAL EXPENSES	7,000	7,000	27,019.76	280.00	.00	-20,019.76	

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4552	YA GROUP HOME	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4552 YA GROUP HOME								
24455254	570000 10325 YA GROUP HOME	48,000	48,000	71,360.76	-23.08	.00	-23,360.76	148.7%*
	TOTAL YA GROUP HOME	48,000	48,000	71,360.76	-23.08	.00	-23,360.76	148.7%
	TOTAL EXPENSES	48,000	48,000	71,360.76	-23.08	.00	-23,360.76	
4553 YA CC INSTITUTIONS								
24455354	570000 10325 YA CC INSTITU	150,000	150,000	256,285.56	.00	.00	-106,285.56	170.9%*
	TOTAL YA CC INSTITUTIONS	150,000	150,000	256,285.56	.00	.00	-106,285.56	170.9%
	TOTAL EXPENSES	150,000	150,000	256,285.56	.00	.00	-106,285.56	
4555 PURCHASED SERVICES RES DEV								
24455554	462402 SHELTER CARE REIMB	0	0	-1,666.61	.00	.00	1,666.61	100.0%
24455554	570000 10561 PURCHASED SER	15,000	15,000	3,490.28	.00	.00	11,509.72	23.3%
	TOTAL PURCHASED SERVICES RES DEV	15,000	15,000	1,823.67	.00	.00	13,176.33	12.2%
	TOTAL REVENUES	0	0	-1,666.61	.00	.00	1,666.61	
	TOTAL EXPENSES	15,000	15,000	3,490.28	.00	.00	11,509.72	
4556 CCI								
24455654	570000 10561 NON YA INSTIT	60,000	60,000	83,270.12	.00	.00	-23,270.12	138.8%*
	TOTAL CCI	60,000	60,000	83,270.12	.00	.00	-23,270.12	138.8%
	TOTAL EXPENSES	60,000	60,000	83,270.12	.00	.00	-23,270.12	
4557 FOSTER CARE								
24455754	435600 10561 SUBSIDIZED GU	0	0	-18,055.00	.00	.00	18,055.00	100.0%
24455754	570000 10561 NON YA FOSTER	100,000	100,000	138,060.23	-1,235.66	.00	-38,060.23	138.1%*

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4557	FOSTER CARE	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
24455754	570005 10561 SUBSIDIZED GU	36,000	36,000	36,947.00	-59.00	.00	-947.00	102.6%*
	TOTAL FOSTER CARE	136,000	136,000	156,952.23	-1,294.66	.00	-20,952.23	115.4%
	TOTAL REVENUES	0	0	-18,055.00	.00	.00	18,055.00	
	TOTAL EXPENSES	136,000	136,000	175,007.23	-1,294.66	.00	-39,007.23	
4558	YA ALTERNATE CARE AODA							
24455854	570000 10366 AODA OUT PTNT	8,300	8,300	250.00	.00	.00	8,050.00	3.0%
	TOTAL YA ALTERNATE CARE AODA	8,300	8,300	250.00	.00	.00	8,050.00	3.0%
	TOTAL EXPENSES	8,300	8,300	250.00	.00	.00	8,050.00	
4561	FAMILY PRESERVATION							
24456154	435600 10306 SSF - REV	-42,827	-42,827	-37,345.31	.00	.00	-5,481.69	87.2%*
24456154	570000 10306 SAFE & STABLE	42,827	42,827	40,552.17	3,422.17	.00	2,274.83	94.7%
	TOTAL FAMILY PRESERVATION	0	0	3,206.86	3,422.17	.00	-3,206.86	100.0%
	TOTAL REVENUES	-42,827	-42,827	-37,345.31	.00	.00	-5,481.69	
	TOTAL EXPENSES	42,827	42,827	40,552.17	3,422.17	.00	2,274.83	
4562	CHILD AND FAMILIES IV E							
24456254	435600 CHILDREN AND FAMIL	-636,407	-636,407	-579,226.30	.00	.00	-57,180.70	91.0%*
24456254	570000 10340 CHILD & FAM I	50,000	50,000	11,804.14	.00	.00	38,195.86	23.6%
24456254	570000 10341 CHILD AND FAM	20,000	20,000	4,725.88	-50.00	.00	15,274.12	23.6%
	TOTAL CHILD AND FAMILIES IV E	-566,407	-566,407	-562,696.28	-50.00	.00	-3,710.72	99.3%
	TOTAL REVENUES	-636,407	-636,407	-579,226.30	.00	.00	-57,180.70	
	TOTAL EXPENSES	70,000	70,000	16,530.02	-50.00	.00	53,469.98	
4564	SACWIS							
24456454	570000 10326 SOCIAL SERV S	3,911	3,911	6,720.00	.00	.00	-2,809.00	171.8%*
	TOTAL SACWIS	3,911	3,911	6,720.00	.00	.00	-2,809.00	171.8%
	TOTAL EXPENSES	3,911	3,911	6,720.00	.00	.00	-2,809.00	



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4568	COMMUNITY INTERVENTION	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
4568 COMMUNITY INTERVENTION								
24456854	570000 10366 COMMUNITY INT	0	0	22,796.80	.00	.00	-22,796.80	100.0%*
	TOTAL COMMUNITY INTERVENTION	0	0	22,796.80	.00	.00	-22,796.80	100.0%
	TOTAL EXPENSES	0	0	22,796.80	.00	.00	-22,796.80	
4570 KINSHIP CARE								
24457054	435600 10377 KINSHIP BENEF	-125,000	-125,000	-93,300.00	.00	.00	-31,700.00	74.6%*
24457054	570000 10377 KINSHIP CARE	125,000	125,000	106,406.20	12,598.20	.00	18,593.80	85.1%
	TOTAL KINSHIP CARE	0	0	13,106.20	12,598.20	.00	-13,106.20	100.0%
	TOTAL REVENUES	-125,000	-125,000	-93,300.00	.00	.00	-31,700.00	
	TOTAL EXPENSES	125,000	125,000	106,406.20	12,598.20	.00	18,593.80	
4571 KINSHIP ASSESSMENTS								
24457154	435600 10380 KINSHIP ASSES	-12,649	-12,649	-6,246.82	.00	.00	-6,402.18	49.4%*
24457154	570000 10380 KINSHIP ASSES	12,649	12,649	6,246.82	.00	.00	6,402.18	49.4%
	TOTAL KINSHIP ASSESSMENTS	0	0	.00	.00	.00	.00	.0%
	TOTAL REVENUES	-12,649	-12,649	-6,246.82	.00	.00	-6,402.18	
	TOTAL EXPENSES	12,649	12,649	6,246.82	.00	.00	6,402.18	
6666 UNDISTRIBUTED EXPENSE								
24666654	511000 UNALLOCATED SALARI	0	0	90,545.65	90,922.95	.00	-90,545.65	100.0%*
24666654	520000 UNALLOCATED EMPLOY	0	0	50,019.51	49,642.21	.00	-50,019.51	100.0%*
	TOTAL UNDISTRIBUTED EXPENSE	0	0	140,565.16	140,565.16	.00	-140,565.16	100.0%
	TOTAL EXPENSES	0	0	140,565.16	140,565.16	.00	-140,565.16	
	GRAND TOTAL	0	0	-181,954.71	165,742.98	.00	181,954.71	100.0%

\*\* END OF REPORT - Generated by Sarah Brandner \*\*

*From the desk of . . .*

Renee Krueger, Director  
Lincoln County Department of Social Services

## **Directors report to the Social Services Committee for September 12, 2022**

### **Department**

Through the YJCC, a Youth Guide was created both the summer of 2021 and the summer of 2022. Due to positive feedback, the guide will be provided monthly through the school year provided time and ability of staff. The September Guide is attached.

Throughout the NIMC, there has been one supervisor resignation, three new economic support specialist vacancies and a recently filled vacancy. The NIMC has been working to assess the call volume per day, highest requested day off, and highest unexpected days of absences. The next step will be a staff survey to inquire interest in longer workdays Monday through Thursday with a half day on Fridays. DHS requires our local office to provide 35 hours per week of lobby services and every day of the week, but how that is structured is local control.

The Director attended the DCF Civil Rights Compliance training on understanding the role of the Equal Opportunity Coordinator (EOC) and the Limited English Proficiency Coordinator (LEPC).

### **Community**

The Merrill Fire Department and the Merrill Police Department are hosted the 10th Annual Community Night Out on August 30th. Social Service has participated in this event annually since 2015.

Tentative meeting dates for the *Dream Up! Core Team* meetings are scheduled for Thursday, November 17<sup>th</sup> 9:30am-11:30am (virtual), Tuesday, January 24<sup>th</sup> 9am-12pm (in-person), and Tuesday, February 21, 9am-12pm (in-person).

### **State**

DHS provided the 2023 maximum daily rates for residential care centers, group homes, and child placing agencies.

Provider Type	Maximum Daily Rate
Child Placing Agency (Treatment Foster Care)	\$91.00
Group Home	\$338.09
Residential Care Center	\$575.34

DCF completed their Northern Income Maintenance Consortium Child Care Subsidy Agency Review. The report is attached. The review was very positive.



Various re-occurring grants will be upcoming over the next couple of months. These include (but not limited to) Promoting Safe and Stable Funding (PSSF), Targeted Safety Support Funds (TSSF), Title IV-E pass-through, and 85.21.

#### ACCRONYMS

CPS – Child Protective Services

C/S – Child Support

DCF – Department of Children and Families

DHS – Department of Health Services

IM – Income Maintenance

LCDSS – Lincoln County Social Services

NIMC – Northern Income Maintenance Consortium

WCHSA – Wisconsin County Human Services Association

JIPS – Juvenile In Need of Protections and Services

YASI – Youth Assessment and Strength Inventory (YJ assessment)

YJCC – Youth Justice Collaborative Committee



Authorizing execution of state social services contracts, consortium agreements and professional/care provider contracts

Motion by:  
Voermans  
Second by:  
Nowak

Executive Summary

Lincoln County Department of Social Services is required by state statute to have a budget and contracts in place with State departments and providers by the end of each year. Lincoln County Department of Social Services contracts with several different state agencies, consortiums and professionals and care providers. The Social Services Director is authorized to sign addendums or revisions to said contracts during the course of the year as necessary. The Director is authorized to sign all other contracts with state agencies, consortiums and pursuant to Wisconsin State Statute 46.22(3m)(b)3, all professional/care provider contracts as approved by the Social Services Board throughout the year.

WHEREAS, the Lincoln County Department of Social Services contracts with several different state agencies, consortiums and professionals and care providers in fulfillment of its statutory duties; and

WHEREAS, the Social Services Board recommends approval of the Social Services programs contracts with the Department of Health Services, the Department of Children and Families, the Department of Transportation, Wisconsin Home Energy Assistance program, and the Department of Corrections, and

WHEREAS, the consortium agreement requires Board approval for the State/Federal Income Maintenance Programs through Northern Income Maintenance Consortium, and

WHEREAS, a county signature is required to obtain State/Federal funding for programs operated by North Central Health Care, i.e. Birth to Three, Adult Protective Services and Community Treatment Programs; and

WHEREAS, the Department contracts with numerous professional service providers and care providers, usually on an annual basis, as approved by the Social Service Board,

NOW, THEREFORE BE IT RESOLVED, that the Social Services Director is authorized to execute the state contracts, consortium contracts, and professional/care provider contracts as set forth above.

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	Saal			
20	Vander Sanden			
18	Voermans			
2	Weaver			
6	Woller			
9	Zeit			
Totals				
<input checked="" type="checkbox"/> Carried				
<input type="checkbox"/> Defeated				
<input type="checkbox"/> Amended				
<input checked="" type="checkbox"/> Voice vote				
<input type="checkbox"/> Roll call				

STATE OF WISCONSIN )  
 ) SS:  
COUNTY OF LINCOLN )

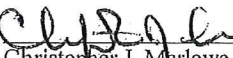
Dated: January 17<sup>th</sup>, 2017

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:

Introduced by: Social Services Committee  
Date Passed: January 4<sup>th</sup>, 2017 Committee Vote: 5-0  
Fiscal Impact: None

January 17, 2017

Drafted by: Renee Krueger

  
Christopher J. Marlowe  
County Clerk





August 3, 2022

Doreen Lang  
Northern IM Consortium Administrator  
Vilas County Social Services-Child Care Lead Agency  
330 Court Street  
Eagle River

RE: Northern Income Maintenance Consortium Child Care Subsidy Agency Review

Dear Ms. Lang:

On 7/13/2022 the Department of Children and Families (DCF) Bureau of Regional Operations (BRO) conducted a review of your agency's Wisconsin Shares Child Care Subsidy program. DCF manages Wisconsin Shares, the child care subsidy program for low-income working families and participants in the Wisconsin Works (W-2) program. To provide child care subsidies to customers, DCF contracts with county and tribal agencies to determine eligibility and issue authorizations to child care recipients. Pursuant to the Child Care Administration Contract Agreement, DCF monitors the local agency's general compliance with the terms of the contract on a periodic basis.

The Child Care Subsidy Agency Review included a DCF desk review of program performance areas and completion of the *Child Care Subsidy Agency Review Questionnaire*. The review process examined the following elements:

- Agency profile including agency staffing and Wisconsin Shares caseload
- Provision of assistance to families and providers
- Program performance
- Agency quality assurance activities
- Agency handling of formal complaints from customers
- Civil rights compliance requirements
- Agency communication, internal to the agency and with external partners
- Confidentiality and security of systems and records
- Purchase of child care services (if applicable)
- Support needed from DCF

Attached is my report from this review, which includes findings of non-compliance and recommendations. Also attached is the completed *Child Care Subsidy Agency Review Questionnaire*.

Findings require action by the agency to correct. The agency must rectify all findings. The implementation of recommendations is not required; however, these areas are intended to improve administration of the agency's Wisconsin Shares program.

The agency must respond to each Finding and Recommendation. The report includes a text box for this agency response. Please respond electronically by 9/2/22

Thank you for your ongoing efforts to provide high-quality child care subsidy services to the families served by your agency, especially during these unpredictable times. Please feel free to contact me should you have any comments or questions about the monitoring report.

Sincerely,

Rebecca Burdick

Rebecca Burdick  
BRO Human Services Area Coordinator - Child Care  
[Rebecca.burdick@wisconsin.gov](mailto:Rebecca.burdick@wisconsin.gov)  
P: 715.361.7719

cc:

Julie Szafranski, Northern IM Consortium Child Care Supervisor  
Kimberly Edwards, BRO Area Administrator  
David Timmerman, Division of Early Care and Education (DECE) Bureau of Operations and Planning (BOP)



## Agency Name

### Child Care (CC) Subsidy Agency Review Summary Report

Date of Review: 07/13/2022

BRO Reviewer: Rebecca Burdick & Stephen Kalmar II

Review Findings	
<b>Overview/Purpose</b>	The Child Care Subsidy Agency Review process is a joint effort between the Bureau of Regional Operations (BRO) and the Bureau of Operations and Planning (BOP) to monitor agencies for compliance with Wisconsin Shares policies and provide technical assistance to agencies to support quality child care services.
<b>Review Process</b>	<p>This summary report includes information resulting from a Child Care Subsidy Agency Review and identifies any findings of non-compliance and recommendations for program improvement. Findings require action by the agency.</p> <p>Refer to the corresponding <i>Child Care Subsidy Agency Review Questionnaire</i> for detailed review results.</p> <p><b>Please respond to all findings and/or recommendations with signature below, 09/02/2022</b></p>
<i>Agency Staff Person Responding to Report</i>	
<i>Date of Agency Response:</i>	<i>Name:</i> <i>Email:</i> <i>Phone:</i>
<b>Agency Strengths / Innovative Practices</b>	
<p>NIMC has both an external website for consumers and an internal website for consortia staff. The external website is a one stop shop for consumers with links on how to apply and how to find child care. The internal website provides access to several resources in each county, desk aids, and a shared calendar. Information is updated frequently. Even though each county in NIMC does not have a child care worker, they do make it possible for customers to complete in person reviews if needed through the creative use of technology. NIMC does an excellent job of communicating with individual counties, county boards, and with BRO. NIMC created a NIMC Employee Code of Conduct that is used as an onboarding tool within each individual county and reviewed and re-signed each year. NIMC is also very proactive in addressing concerns. This includes monitoring dropped calls through the new call center technology and increasing internal reviews to increase accuracy rate. These pro-active actions do create additional workload burden on Doreen and Julie. BRO is extremely appreciative of their efforts to provide high quality child care subsidy services.</p>	
<b>Findings of Non-Compliance</b>	
<b>Finding</b>	Congratulations, there were no findings of non-compliance.
<b>Contract Requirement</b>	

**Agency Name**

**Child Care (CC) Subsidy Agency Review Summary Report**

**Date of Review: 07/13/2022**

**BRO Reviewer: Rebecca Burdick & Stephen Kalmar II**

<i>Agency Response</i>	
<b>Resolution of Finding</b>	
Recommendations	
<b>Recommendation</b>	On external website, under child care, include a link about becoming a certified child care provider and provide the DCF Agency Contact List for Certifiers.
<i>Agency Response</i>	
<b>(Complete by DCF) Review Complete; Agency Response(s) Received; Any Findings Resolved</b>	
<b>Signed Off By:</b>	<b>Name:</b> <b>Title:</b>
<b>Date Complete:</b>	



# Lincoln County Youth Guide

## September

### 2022

**Thursday, September 1<sup>st</sup>**

**First Day of School! Tomahawk & Merrill Grades K-9**

**Merrill**

Tennis Girls JV & Varsity Match @ Merrill High School \_\_\_\_\_ 4:00pm  
 Soccer Boys JV & Varsity Game @ Wausau West \_\_\_\_\_ 5:00pm  
 Football JV2 Game @ Merrill High School \_\_\_\_\_ 5:30pm  
 Volleyball JV & JV2 \_\_\_\_\_ 5:30pm  
 Volleyball Varsity \_\_\_\_\_ 7:00pm

**Tomahawk**

Football 8<sup>th</sup> Grade @ Marathon High School \_\_\_\_\_ 4:30pm  
 Swimming Girls Varsity Meet @ Tomahawk \_\_\_\_\_ 5:30pm

**Merrill & Tomahawk Cross Country Meet @ Nine Mile Park Wausau**

Boys Varsity \_\_\_\_\_ 4:30pm  
 Girls Varsity \_\_\_\_\_ 5:05pm  
 Girls & Boys Middle School \_\_\_\_\_ 5:40pm

Kwahamot Ski Show \_\_\_\_\_ 7:30pm  
 @ 100 Deer Park Road Tomahawk

**Friday, September 2<sup>nd</sup>**

**First Day of School Tomahawk & Merrill Grades 10-12**

**Merrill**

Football Varsity Game @ Medford \_\_\_\_\_ 7:00pm

**Tomahawk**

Football Varsity Game @ Tomahawk \_\_\_\_\_ 7:00pm

**Saturday, September 3<sup>rd</sup>**

**Merrill & Tomahawk**

Volleyball Girls Varsity Invitational @ DC Everest High School \_\_\_\_\_ 9:00am

Hillstar Farm Autumn Event \_\_\_\_\_ 11:00am – 1:00pm  
 N8075 Behling Rd Tomahawk

Kwahamot Ski Show \_\_\_\_\_ 7:30pm  
 @ 100 Deer Park Road Tomahawk

**Sunday, September 4<sup>th</sup>**

Merrill High School Girls' Basketball Open Gym \_\_\_\_\_ 5:30pm – 7:30pm  
 Merrill High School Boys' Basketball Open Gym \_\_\_\_\_ 7:00pm – 9:00pm

**Monday, September 5<sup>th</sup>**

Merrill Lion's Club Labor Day Car Show \_\_\_\_\_ 8:00am – 4:00pm  
 @ Merrill Festival Grounds

Labor Day Parade downtown Merrill \_\_\_\_\_ 10:00am

**Tuesday, September 6<sup>th</sup>**

Tomahawk High School Picture Day

**Merrill**

Tennis JV & Varsity Match @ Wausau East \_\_\_\_\_ 4:00pm  
 Football 7<sup>th</sup> Grade @ Minocqua High School \_\_\_\_\_ 4:30pm  
 Football JV Game @ Merrill High School \_\_\_\_\_ 5:30pm  
 Football 8<sup>th</sup> Grade @ Minocqua High School \_\_\_\_\_ 6:00pm  
 Swimming Girls Middle School @ Prairie River Middle School \_\_\_\_\_ 4:30pm  
 Volleyball JV @ Marshfield High School \_\_\_\_\_ 5:00pm

**Tomahawk**





# Lincoln County Youth Guide

## September

### 2022

**Saturday, September 10<sup>th</sup> (cont.)** Paper Cities Kennel Club AKC All-Breed Dog Shows \_\_\_\_\_ 9:00am – 4:00pm  
 @ MARC [www.papercitieskc.org](http://www.papercitieskc.org)

Gleason Area Lions Tractor/Truck Pull \_\_\_\_\_ 11:00am – 6:00pm  
 @ Gleason Area Lions Park

Hillstar Farm Autumn Event \_\_\_\_\_ 11:00am – 1:00pm  
 N8075 Behling Rd Tomahawk

Great Lakes Championship Wrestling – Rockin’ \_\_\_\_\_ 7:30pm  
 Lincoln County Fair Grounds tickets on sale @ [www.BlizzardBrawl.com](http://www.BlizzardBrawl.com)

**Sunday, September 11<sup>th</sup>** Paper Cities Kennel Club AKC All-Breed Dog Shows \_\_\_\_\_ 9:00am – 4:00pm  
 @ MARC [www.papercitieskc.org](http://www.papercitieskc.org)

Jackson Taylor Performs @ Helene’s Orchard \_\_\_\_\_ 12:00pm – 3:00pm  
 @ N1189 Quarter Rd Merrill

Tomahawk Kinship Mentors & Kinskids Match Activity @ Striker’s Bowl in Tomahawk  
 Call Jenny @ (715)612-1461 to RSVP a time – either 1:00pm – 2:30pm or 2:30pm – 4:00pm

Merrill High School Girls’ Basketball Open Gym \_\_\_\_\_ 5:30pm – 7:00pm  
 Merrill High School Boys’ Basketball Open Gym \_\_\_\_\_ 7:00pm – 9:00pm

**Monday, September 12<sup>th</sup>**

**Merrill**  
 Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> B Game @ Madison Elementary School \_\_\_\_\_ 4:00pm  
 Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> A Game @ Madison Elementary School \_\_\_\_\_ 5:00pm  
 Football JV Game @ Merrill High School \_\_\_\_\_ 5:30pm

**Tomahawk**  
 Football JV Game @ Oconto Falls High School \_\_\_\_\_ 5:00pm

**Tuesday, September 13<sup>th</sup>** Farmer’s Market on 3<sup>rd</sup> Street, Downtown Tomahawk \_\_\_\_\_ 1:00pm – 5:00pm

Beginnings Concert @ Merrill High School Auditorium \_\_\_\_\_ 7:00pm  
<http://www.merrillconcerts.org/>

**Merrill**  
 Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> B Game @ Prairie River Middle School \_\_\_\_\_ 4:00pm  
 Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> A Game @ Prairie River Middle School \_\_\_\_\_ 5:00pm  
 Volleyball Girls JV & JV2 Game @ Eau Claire North \_\_\_\_\_ 5:30pm  
 Volleyball Girls Varsity Game @ Eau Claire North \_\_\_\_\_ 7:00pm  
 Cross Country Girls & Boys Varsity Invitational @ Gartzke Flowage \_\_\_\_\_ 4:30pm  
 Football 7<sup>th</sup> Grade @ Schofield Stadium Antigo \_\_\_\_\_ 4:30pm  
 Football 8<sup>th</sup> Grade @ Schofield Stadium Antigo \_\_\_\_\_ 6:00pm  
 Swimming Girls Middle School @ Clara R. McKenna Aquatic Center \_\_\_\_\_ 4:30pm  
 Soccer Boys Varsity @ Merrill High School \_\_\_\_\_ 6:00pm

**Tomahawk**  
 Football 7<sup>th</sup> Grade Game @ Tomahawk High School \_\_\_\_\_ 4:00pm  
 Football 8<sup>th</sup> Grade Game @ Tomahawk High School \_\_\_\_\_ 5:45pm  
 Volleyball 7<sup>th</sup> & 8<sup>th</sup> B Game @ Northland Pines Elementary \_\_\_\_\_ 4:00pm  
 Volleyball 7<sup>th</sup> & 8<sup>th</sup> A Game @ Northland Pines Elementary \_\_\_\_\_ 5:00pm  
 Volleyball Girls JV2 & JV Match @ Tomahawk High School \_\_\_\_\_ 5:30pm  
 Volleyball Girls Varsity Match (Parents Night) @ Tomahawk High School \_\_\_\_\_ 7:00pm



# Lincoln County Youth Guide

## September

### 2022

Volleyball Girls Varsity Conference Tournament @ Northland Pines \_\_\_\_\_ 10:00am

**Sunday, September 18<sup>th</sup>**

Northwood's Fall Ride [www.northwoodsfallride.com](http://www.northwoodsfallride.com)

Grampa's Farm [www.grampasfarm.net](http://www.grampasfarm.net) \_\_\_\_\_ 10:00am – 5:00pm

Grace & Sophie's Pumpkin Patch Opening Day \_\_\_\_\_ 10:00am – 6:00pm  
N785 Range Line Road Merrill

NIX Performs @ Helene's Orchard \_\_\_\_\_ 12:00pm – 3:00pm  
N1189 Quarter Rd Merrill

Merrill High School Girls' Basketball Open Gym \_\_\_\_\_ 5:30pm – 7:00pm  
Merrill High School Boys' Basketball Open Gym \_\_\_\_\_ 7:00pm – 9:00pm

**Monday, September 19<sup>th</sup>**

**Merrill**

Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> B Match @ WI Rapids Middle School \_\_\_\_\_ 4:00pm  
Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> A Match @ WI Rapids Middle School \_\_\_\_\_ 5:15pm  
Volleyball Girls JV Quad @ Stevens Point High School \_\_\_\_\_ 5:00pm  
Football JV Game @ Lakeland Union High School \_\_\_\_\_ 5:30pm

**Tomahawk**

Cross Country Girls & Boys Middle School @ MHLT \_\_\_\_\_ 4:30pm  
Football JV Game @ Tomahawk High School \_\_\_\_\_ 5:00pm

**Merrill & Tomahawk**

Football 7<sup>th</sup> Grade @ Merrill High School \_\_\_\_\_ 4:30pm  
Football 8<sup>th</sup> Grade @ Merrill High School \_\_\_\_\_ 6:00pm

**Tuesday, September 20<sup>th</sup>** Farmer's Market on 3<sup>rd</sup> Street, Downtown Tomahawk \_\_\_\_\_ 1:00pm – 5:00pm

**Merrill**

Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> B Game @ Rhinelander High School \_\_\_\_\_ 4:00pm  
Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> A Game @ Rhinelander High School \_\_\_\_\_ 5:00pm  
Soccer Boys JV Game @ Merrill High School \_\_\_\_\_ 5:00pm  
Soccer Boys Varsity Game @ Merrill High School \_\_\_\_\_ 7:00pm  
Tennis Girls JV & Varsity Match @ Merrill High School \_\_\_\_\_ 4:00pm  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> B Game @ Prairie River Middle School \_\_\_\_\_ 4:00pm  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> A Game @ Prairie River Middle School \_\_\_\_\_ 5:00pm  
Swimming Girls Middle School Triangular @ Prairie River Middle School \_\_\_\_\_ 4:30pm

**Tomahawk**

Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> B Game @ Antigo Middle School \_\_\_\_\_ 4:00pm  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> A Game @ Antigo Middle School \_\_\_\_\_ 5:00pm  
Volleyball Girls JV2 & JV Match @ Mosinee High School \_\_\_\_\_ 5:30pm  
Volleyball Girls Varsity Match @ Mosinee High School \_\_\_\_\_ 7:00pm

**Thursday, September 22<sup>nd</sup>**

**Merrill**

Tennis Girls JV & Varsity Match @ Merrill High School \_\_\_\_\_ 4:00pm  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> Grade B Game @ Prairie River Middle School \_\_\_\_\_ 4:00pm  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> Grade A Game @ Prairie River Middle School \_\_\_\_\_ 5:00pm  
Volleyball Girls JV2 & JV Game @ Merrill High School \_\_\_\_\_ 5:30pm  
Volleyball Girls Varsity Match @ Merrill High School \_\_\_\_\_ 7:00pm  
Cross Country Boys Middle School Meet @ Sunnyside County Park \_\_\_\_\_ 4:15pm  
Cross Country Girls JV & Varsity Dual @ DC Everest High School \_\_\_\_\_ 4:30pm  
Cross Country Girls Middle School Meet @ Sunnyside County Park \_\_\_\_\_ 4:45pm



# Lincoln County Youth Guide

## September

### 2022

Football 7<sup>th</sup> Grade @ Tomahawk High School \_\_\_\_\_ 4:00pm  
Football 8<sup>th</sup> Grade @ Tomahawk High School \_\_\_\_\_ 5:45pm  
Volleyball Girls JV2 & JV Match @ Tomahawk High School \_\_\_\_\_ 5:30pm  
Volleyball Girls Varsity Match @ Tomahawk High School (Dig Pink Night) \_\_\_\_\_ 7:00pm

#### Thursday, September 29<sup>th</sup>

##### **Merrill**

Tennis Girls Varsity Meet @ Wausau East \_\_\_\_\_ 9:00am  
Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> B Game @ MARC \_\_\_\_\_ 4:00pm  
Soccer Boys JV & Varsity Game @ Wausau East \_\_\_\_\_ 4:30pm  
Soccer Boys 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> A Game @ MARC \_\_\_\_\_ 5:15pm  
Cross Country Boys Varsity Invitational @ Medford High School \_\_\_\_\_ 4:30pm  
Cross Country Girls Varsity Invitational @ Medford High School \_\_\_\_\_ 5:15pm  
Football 7<sup>th</sup> Grade @ Merrill High School \_\_\_\_\_ 4:30pm  
Football JV2 Game @ Hayward High School \_\_\_\_\_ 5:30pm  
Football 8<sup>th</sup> Grade @ Merrill High School \_\_\_\_\_ 6:00pm  
Swimming Girls Middle School Meet @ DC Everest \_\_\_\_\_ 4:30pm  
Swimming Girls JV & Varsity Meet @ Stevens Point \_\_\_\_\_ 5:30pm

##### **Tomahawk**

Cross Country Middle School & Varsity Meet @ Athens High School \_\_\_\_ 4:00pm  
Varsity @ 4:00pm, Middle School to follow  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> B Match @ Tomahawk High School \_\_\_\_\_ 4:00pm  
Volleyball Girls 7<sup>th</sup> & 8<sup>th</sup> A Match @ Tomahawk High School \_\_\_\_\_ 5:00pm  
Volleyball Girls JV2 & JV Match @ Medford High School \_\_\_\_\_ 5:30pm  
Volleyball Girls Varsity Match @ Medford High School \_\_\_\_\_ 7:00pm  
Swimming Girls Varsity Meet @ Colby High School \_\_\_\_\_ 5:30pm

#### Friday, September 30<sup>th</sup>

##### **Tomahawk**

Football Varsity Game @ Coleman High School \_\_\_\_\_ 7:00pm

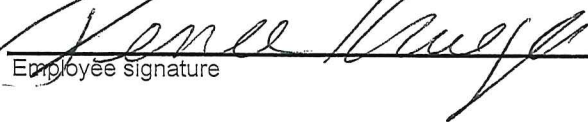


Lincoln County Employee Timesheet

Name: Renee Krueger Department: Social Services Pay Period: From: 7/25/2022 To: 8/7/2022  
 Employee Number: 561  
 Representative Status: Nonrepresented  
 FLSA Status: Exempt

7/25	7/26	7/27	7/28	7/29	7/30	7/31	8/1	8/2	8/3	8/4	8/5	8/6	8/7	Hours	Pay Category	FMLA Hrs
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun			
	9	6	7.5	8	3		8	5	8.5	8.5	7			70.5	Regular: Social Services	
6.5														6.5	Vacation:	
														0	Holiday:	
								3						3	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	-
														0		
														0		
6.5	9	6	7.5	8	3	0	8	8	8.5	8.5	7	0	0	80	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.

  
 Employee signature

\_\_\_\_\_  
 Supervisor signature

Mandatory for all employees

**GRANT ALLOWABLE EXPENDITURES**  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

Lincoln County Employee Timesheet

Name: Renee Krueger Department: Social Services Pay Period: 8/8/2022 To: 8/21/2022  
 Employee Number: 561  
 Representative Status: Nonrepresented  
 FLSA Status: Exempt

8/8	8/9	8/10	8/11	8/12	8/13	8/14	8/15	8/16	8/17	8/18	8/19	8/20	8/21	Hours	Pay Category	FMLA Hrs
10	8	8.5	8	3			7	9	6	7	4			70.5	Regular: Social Services	
											4.5			4.5	Vacation:	
														0	Holiday:	
				3					2					5	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	-
														0		
														0		
10	8	8.5	8	6	0	0	7	9	8	7	8.5	0	0	80	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.

*Renee Krueger*  
 Employee signature

Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

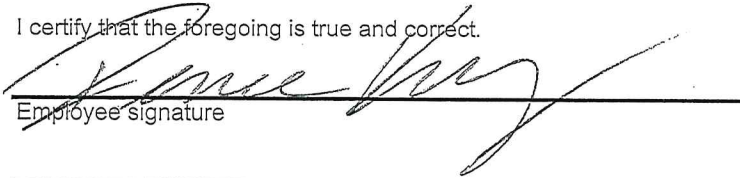
APPROVED BY: \_\_\_\_\_

Lincoln County Employee Timesheet

Name: Renee Krueger Department: Social Services Pay Period: From: 8/22/2022 To: 9/4/2022  
 Employee Number: 561  
 Representative Status: Nonrepresented  
 FLSA Status: Exempt

8/22	8/23	8/24	8/25	8/26	8/27	8/28	8/29	8/30	8/31	9/1	9/2	9/3	9/4	Hours	Pay Category	FMLA Hrs
Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun			
8	6.5	9.5	8	8			5	6	2	8	8			69	Regular: Social Services	
							3	2	6					11	Vacation:	
														0	Holiday:	
														0	Paid Sick Allowance:	
														0	Paid Funeral Leave:	
														0	Worker's Compensation:	
8	8	8	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS PAID	-
														0		
														0		
8	6.5	9.5	8	8	0	0	8	8	8	8	8	0	0	80	TOTAL HOURS REPORTED	

I certify that the foregoing is true and correct.

  
 Employee signature

\_\_\_\_\_  
 Supervisor signature

Mandatory for all employees

GRANT ALLOWABLE EXPENDITURES  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_  
 GRANT NAME/PROJECT: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_