

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

Meeting Location: Room 156 Government Services Center 801 N. Sales St., Merrill, WI
54452

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

Meeting ID

<https://meet.google.com/mpn-uyvn-rme?authuser=0>

Phone Numbers

(US)+1 401-830-3426

PIN: 356 656 891#

The teleconference cannot start until the host (county clerk) dials in and enters the host password. 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: All public participants' phones, microphones and chat dialog boxes must be muted or disabled during the meeting.

AGENDA

1. Call Meeting to Order
2. Approval of November 14th, 2022 Minutes
3. Financial Report
4. Directors Report
5. Policy & Resolutions –
 - a. none
6. Director Approvals
 - a. Time Sheets for period 10.31.22 through 11.13.22
7. Future Agenda Items -
8. Next Meeting Date(s)- January 9 , 2022, 4:00 p.m. Service Center Room 156
9. 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. You may contact the County Clerk at 715.539.1019. 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)(c).
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

| | |
|---|---|
| Meeting Date | Monday November 14, 2022 |
| Meeting Time | 4:00pm |
| In Person Committee Members | Angela Cummings, Greta Rusch, Laurie Thiel |
| Committee Members Virtual | Marty Lemke |
| Committee Members Absent | Lori Anderson-Malm (excused) |
| In Person Guests | Renee Krueger |
| | |
| Agenda Items | Actions |
| 1. Call Meeting to Order | 4:05pm Vice Chair Thiel |
| 2. Approval of October 17, 2022 minutes | Motion to approve. Rusch/Lemke – carried |
| 3. Financial Report | Placed on file |
| 4. Directors Report | Krueger informed that there was no written report. Committee informed of the annual grant reports and grants completed. |
| 5. Policy & Resolutions – | |
| a. Resolution Accepting Donation | Sponsored/Co-Sponsor by Thiel/Lemke. Motion to approve the revisions. Thiel/Lemke – carried. |
| 6. Director Approvals | **Cummings Arrived** |
| a. Time Sheets for period 10/03/2022 through 10/30/2022 | Motion to approve the Director’s timesheets and mileage. Rusch/Thiel – carried. |
| b. Mileage | |
| | |
| Next Meeting | December 12, 2022, 4:00 p.m. Service Center Room 156 |
| Future Agenda Items | |
| Adjourn | Motion to adjourn. Rusch/Cummings – Carried. Adjourned 4:20 p.m. |

Minutes prepared by Renee Krueger

12/06/2022 07:39
Sarah.Brandner

LINCOLN COUNTY
YEAR-TO-DATE BUDGET

P 1
glytdbud

CHILD SUPPORT

FOR 2022 12

| | | | 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 | -263,568.51 | .00 | .00 | 13,832.51 | 105.5% |
| 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 | -1,909.96 | -61.16 | .00 | -290.04 | 86.8%* |
| 10600054 | 466003 | HUMAN SERVICE (OTH | -3,200 | -3,200 | -4,557.64 | -221.58 | .00 | 1,357.64 | 142.4% |
| 10600054 | 511000 | 10003 CHILD SUPPORT | 178,270 | 178,270 | 160,175.58 | 6,944.62 | .00 | 18,094.42 | 89.8% |
| 10600054 | 520000 | 10003 CHILD SUPPORT | 71,609 | 71,609 | 65,700.88 | 2,854.60 | .00 | 5,908.12 | 91.7% |
| 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 | 1,902.00 | .00 | .00 | 498.00 | 79.3% |
| 10600054 | 532280 | 10003 INVESTIGATION | 5,800 | 5,800 | 5,143.58 | .00 | .00 | 656.42 | 88.7% |
| 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 | 1,239.27 | .00 | .00 | 160.73 | 88.5% |
| 10600054 | 554001 | 10003 PRINTING ALLO | 2,000 | 2,000 | 1,283.90 | .00 | .00 | 716.10 | 64.2% |
| 10600054 | 555000 | 10003 TRAVEL TRAINI | 1,800 | 1,800 | 805.04 | .00 | .00 | 994.96 | 44.7% |
| 10600054 | 560000 | 10003 SUPPLIES | 2,000 | 2,000 | 491.93 | .00 | .00 | 1,508.07 | 24.6% |
| 10600054 | 561100 | 10003 NIVD - POSTAG | 75 | 75 | 35.78 | .00 | .00 | 39.22 | 47.7% |
| 10600054 | 561101 | 10003 POSTAGE | 4,800 | 4,800 | 4,006.97 | .00 | .00 | 793.03 | 83.5% |
| 10600054 | 570000 | 10003 CHILD SUPPORT | 3,000 | 3,000 | 4,025.10 | .00 | .00 | -1,025.10 | 134.2%* |
| 10600054 | 571000 | 10003 NIVD -MISCELL | 0 | 0 | 336.00 | .00 | .00 | -336.00 | 100.0%* |
| 10600060 | 411100 | GENERAL PROPERTY T | -29,518 | -29,518 | -29,518.00 | .00 | .00 | .00 | 100.0% |
| TOTAL GENERAL FUND | | | 0 | 0 | -74,747.54 | 9,516.48 | .00 | 74,747.54 | 100.0% |
| TOTAL REVENUES | | | -284,654 | -284,654 | -320,156.07 | -282.74 | .00 | 35,502.07 | |
| TOTAL EXPENSES | | | 284,654 | 284,654 | 245,408.53 | 9,799.22 | .00 | 39,245.47 | |
| GRAND TOTAL | | | 0 | 0 | -74,747.54 | 9,516.48 | .00 | 74,747.54 | 100.0% |

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

12/06/2022 07:37
Sarah.Brandner

LINCOLN COUNTY
YEAR-TO-DATE BUDGET

P 1
glytdbud

FOR 2022 12

| | | | 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 | -364,998.04 | .00 | .00 | -117,618.96 | 75.6%* |
| 24000054 | 435601 | PRIOR PERIOD REVEN | 0 | 0 | -2,284.95 | .00 | .00 | 2,284.95 | 100.0% |
| 24000054 | 473600 | INTER GOVT REV-HUM | 0 | 0 | -6,450.71 | .00 | .00 | 6,450.71 | 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 | -57,120.97 | .00 | .00 | 18,620.97 | 148.4% |
| 24008554 | 511000 | 10632 TARGETED SAFE | 33,246 | 33,246 | 43,158.55 | .00 | .00 | -9,912.55 | 129.8%* |
| 24008554 | 520000 | 10632 TARGETED SAFE | 2,754 | 2,754 | 8,953.13 | .00 | .00 | -6,199.13 | 325.1%* |
| 24008554 | 555000 | 10632 TARGETED SAFE | 500 | 500 | 1,574.87 | .00 | .00 | -1,074.87 | 315.0%* |
| 24008554 | 570000 | 10632 TARGETED SAFE | 2,000 | 2,000 | 2,933.67 | .00 | .00 | -933.67 | 146.7%* |
| 24008654 | 511000 | 10632 TARGETED SAFE | 3,289 | 3,289 | 4,707.52 | .00 | .00 | -1,418.52 | 143.1%* |
| 24008654 | 520000 | 10632 TARGETED SAFE | 273 | 273 | 979.81 | .00 | .00 | -706.81 | 358.9%* |
| 24008654 | 555000 | 10632 TARGETED SAFE | 49 | 49 | 148.74 | .00 | .00 | -99.74 | 303.6%* |
| 24008654 | 570000 | 10632 TARGETED SAFE | 198 | 198 | 234.74 | .00 | .00 | -36.74 | 118.6%* |
| 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 | 166.86 | .00 | .00 | 133.14 | 55.6% |
| 24021754 | 561100 | 10038 DOT OFFICE SU | 100 | 100 | 9.98 | .00 | .00 | 90.02 | 10.0% |
| 24021754 | 571001 | 10038 DOT PROGRAM E | 71,277 | 71,277 | 98,237.78 | .00 | .00 | -26,960.78 | 137.8%* |
| 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 | 160,241.75 | .00 | .00 | 37,778.25 | 80.9% |
| 24440254 | 511001 | BOARD PER DIEM | 3,000 | 3,000 | 2,028.56 | .00 | .00 | 971.44 | 67.6% |
| 24440254 | 520000 | SUPPORT/OVERHEAD E | 230 | 230 | 125.93 | .00 | .00 | 104.07 | 54.8% |
| 24440254 | 520000 | 10300 SUPPORT/OVERH | 97,855 | 97,855 | 78,531.78 | .00 | .00 | 19,323.22 | 80.3% |
| 24440254 | 554001 | 10300 PRINTING ALLO | 2,000 | 2,000 | 1,812.96 | .00 | .00 | 187.04 | 90.6% |
| 24440254 | 570000 | 10300 SUPPORT/OVERH | -600,000 | -600,000 | -815,267.16 | .00 | .00 | 215,267.16 | 135.9% |
| 24440354 | 435600 | 10076 IMAA REVENUE | -596,741 | -596,741 | -560,270.50 | .00 | .00 | -36,470.50 | 93.9%* |
| 24440354 | 511000 | 10076 INC MAINT SAL | 317,327 | 317,327 | 238,851.27 | .00 | .00 | 78,475.73 | 75.3% |
| 24440354 | 520000 | 10076 INC MAINT EMP | 179,040 | 179,040 | 154,090.19 | .00 | .00 | 24,949.81 | 86.1% |
| 24440354 | 554001 | 10076 PRINTING ALLO | 500 | 500 | 347.64 | .00 | .00 | 152.36 | 69.5% |
| 24440354 | 570000 | 10076 INC MAINT UNC | 251,521 | 251,521 | 304,736.26 | .00 | .00 | -53,215.26 | 121.2%* |
| 24442254 | 435600 | 10851 CHILD CARE ST | -157,390 | -157,390 | -146,274.23 | .00 | .00 | -11,115.77 | 92.9%* |
| 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 | 61,207.69 | .00 | .00 | -199.69 | 100.3%* |
| 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 | 46,021.18 | .00 | .00 | -13,235.18 | 140.4%* |
| 24442254 | 570000 | 10851 SS CHILD CARE | 56,043 | 56,043 | 38,901.63 | .00 | .00 | 17,141.37 | 69.4% |

12/06/2022 07:37
Sarah.Brandner

LINCOLN COUNTY
YEAR-TO-DATE BUDGET

P 2
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FOR 2022 12

| | | | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|----------------------------|--------|--------------------|--------------------|-------------------|---------------|------------|--------------|---------------------|-------------|
| 24444954 | 511000 | 10833 | 53,492 | 53,492 | 4,589.63 | .00 | .00 | 48,902.37 | 8.6% |
| 24444954 | 520000 | 10833 | 37,049 | 37,049 | 3,118.19 | .00 | .00 | 33,930.81 | 8.4% |
| 24444954 | 554001 | 10833 | 500 | 500 | 399.75 | .00 | .00 | 100.25 | 80.0% |
| 24444954 | 570000 | 10833 | 30,000 | 30,000 | 12,755.02 | .00 | .00 | 17,244.98 | 42.5% |
| 24445054 | 435600 | 10831 | 0 | 0 | -38,281.93 | .00 | .00 | 38,281.93 | 100.0% |
| 24445054 | 511000 | 10831 | 0 | 0 | 16,633.45 | .00 | .00 | -16,633.45 | 100.0%* |
| 24445054 | 520000 | 10831 | 0 | 0 | 10,585.52 | .00 | .00 | -10,585.52 | 100.0%* |
| 24450854 | 511000 | 10561 | 522,967 | 522,967 | 371,988.14 | .00 | .00 | 150,978.86 | 71.1% |
| 24450854 | 520000 | 10561 | 313,087 | 313,087 | 183,084.14 | .00 | .00 | 130,002.86 | 58.5% |
| 24450854 | 554001 | 10561 | 2,000 | 2,000 | 2,749.00 | .00 | .00 | -749.00 | 137.5%* |
| 24450854 | 570000 | 10561 | 120,000 | 120,000 | 215,489.94 | .00 | .00 | -95,489.94 | 179.6%* |
| 24453754 | 570000 | 10366 | 366,000 | 366,000 | 319,018.33 | .00 | .00 | 46,981.67 | 87.2% |
| 24453954 | 570000 | YA LINCOLN HILLS O | 0 | 0 | 212,980.00 | .00 | .00 | -212,980.00 | 100.0%* |
| 24454554 | 570000 | 10395 | 7,000 | 7,000 | 36,632.95 | .00 | .00 | -29,632.95 | 523.3%* |
| 24455254 | 570000 | 10325 | 48,000 | 48,000 | 81,241.46 | .00 | .00 | -33,241.46 | 169.3%* |
| 24455354 | 570000 | 10325 | 150,000 | 150,000 | 307,525.41 | .00 | .00 | -157,525.41 | 205.0%* |
| 24455554 | 462402 | SHELTER CARE REIMB | 0 | 0 | -3,620.47 | .00 | .00 | 3,620.47 | 100.0% |
| 24455554 | 570000 | 10561 | 15,000 | 15,000 | 3,490.28 | .00 | .00 | 11,509.72 | 23.3% |
| 24455654 | 570000 | 10561 | 60,000 | 60,000 | 122,370.12 | .00 | .00 | -62,370.12 | 204.0%* |
| 24455754 | 435600 | 10561 | 0 | 0 | -36,125.00 | .00 | .00 | 36,125.00 | 100.0% |
| 24455754 | 570000 | 10561 | 100,000 | 100,000 | 182,236.69 | .00 | .00 | -82,236.69 | 182.2%* |
| 24455754 | 570005 | 10561 | 36,000 | 36,000 | 55,076.00 | .00 | .00 | -19,076.00 | 153.0%* |
| 24455854 | 570000 | 10366 | 8,300 | 8,300 | 250.00 | .00 | .00 | 8,050.00 | 3.0% |
| 24456154 | 435600 | 10306 | -42,827 | -42,827 | -48,310.27 | .00 | .00 | 5,483.27 | 112.8% |
| 24456154 | 570000 | 10306 | 42,827 | 42,827 | 50,884.73 | .00 | .00 | -8,057.73 | 118.8%* |
| 24456254 | 435600 | CHILDREN AND FAMIL | -636,407 | -636,407 | -634,031.87 | .00 | .00 | -2,375.13 | 99.6%* |
| 24456254 | 570000 | 10340 | 50,000 | 50,000 | 23,988.67 | .00 | .00 | 26,011.33 | 48.0% |
| 24456254 | 570000 | 10341 | 20,000 | 20,000 | 6,457.04 | .00 | .00 | 13,542.96 | 32.3% |
| 24456454 | 570000 | 10326 | 3,911 | 3,911 | 10,631.00 | .00 | .00 | -6,720.00 | 271.8%* |
| 24456854 | 570000 | 10366 | 0 | 0 | 23,907.58 | .00 | .00 | -23,907.58 | 100.0%* |
| 24457054 | 435600 | 10377 | -125,000 | -125,000 | -129,598.20 | .00 | .00 | 4,598.20 | 103.7% |
| 24457054 | 570000 | 10377 | 125,000 | 125,000 | 144,206.20 | .00 | .00 | -19,206.20 | 115.4%* |
| 24457154 | 435600 | 10380 | -12,649 | -12,649 | -9,671.76 | .00 | .00 | -2,977.24 | 76.5%* |
| 24457154 | 570000 | 10380 | 12,649 | 12,649 | 9,671.76 | .00 | .00 | 2,977.24 | 76.5% |
| 24666654 | 511000 | UNALLOCATED SALARI | 0 | 0 | 136,172.48 | 44,090.37 | .00 | -136,172.48 | 100.0%* |
| 24666654 | 520000 | UNALLOCATED EMPLOY | 0 | 0 | 77,563.47 | 25,431.54 | .00 | -77,563.47 | 100.0%* |
| TOTAL SOCIAL SERVICES FUND | | | 0 | 0 | 263,037.50 | 69,521.91 | .00 | -263,037.50 | 100.0% |
| TOTAL REVENUES | | | -2,871,353 | -2,871,353 | -2,814,080.58 | .00 | .00 | -57,272.42 | |
| TOTAL EXPENSES | | | 2,871,353 | 2,871,353 | 3,077,118.08 | 69,521.91 | .00 | -205,765.08 | |
| GRAND TOTAL | | | 0 | 0 | 263,037.50 | 69,521.91 | .00 | -263,037.50 | 100.0% |

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

12/06/2022 07:45
Sarah.Brandner

LINCOLN COUNTY
YEAR-TO-DATE BUDGET

P 1
glytbdud

SOCIAL SERVICES

FOR 2022 12

| | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|-------------------|---------------|------------|--------------|---------------------|-------------|
| 0024 SOCIAL SERVICES FUND | | | | | | | |
| 0000 DIVISION | | | | | | | |
| 24000054 435600 HUMAN SERV-CTY BAS | -482,617 | -482,617 | -364,998.04 | .00 | .00 | -117,618.96 | 75.6%* |
| 24000054 435601 PRIOR PERIOD REVEN | 0 | 0 | -2,284.95 | .00 | .00 | 2,284.95 | 100.0% |
| 24000054 473600 INTER GOVT REV-HUM | 0 | 0 | -6,450.71 | .00 | .00 | 6,450.71 | 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 | -1,061,418.70 | .00 | .00 | -108,883.30 | 90.7% |
| 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% |
| 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% |
| 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 | 166.86 | .00 | .00 | 133.14 | 55.6% |
| 24021754 561100 10038 DOT OFFICE SU | 100 | 100 | 9.98 | .00 | .00 | 90.02 | 10.0% |
| 24021754 571001 10038 DOT PROGRAM E | 71,277 | 71,277 | 98,237.78 | .00 | .00 | -26,960.78 | 137.8%* |
| 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 | 9,860.02 | .00 | .00 | -9,860.02 | 100.0% |
| 0219 COUNTY DOT EXPENDITURES | | | | | | | |
| 24021954 571001 10038 COUNTY DOT PR | 17,655 | 17,655 | 17,845.68 | .00 | .00 | -190.68 | 101.1%* |

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LINCOLN COUNTY
YEAR-TO-DATE BUDGET

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SOCIAL SERVICES

FOR 2022 12

| | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|-------------------|-------------|------------|--------------|---------------------|-------------|
| TOTAL COUNTY DOT EXPENDITURES | 17,655 | 17,655 | 17,845.68 | .00 | .00 | -190.68 | 101.1% |
| 0285 TARGETED SAFETY GRANT EXPENSE | | | | | | | |
| 24008554 432500 10632 TARGETED SAFE | -38,500 | -38,500 | -57,120.97 | .00 | .00 | 18,620.97 | 148.4% |
| 24008554 511000 10632 TARGETED SAFE | 33,246 | 33,246 | 43,158.55 | .00 | .00 | -9,912.55 | 129.8%* |
| 24008554 520000 10632 TARGETED SAFE | 2,754 | 2,754 | 8,953.13 | .00 | .00 | -6,199.13 | 325.1%* |
| 24008554 555000 10632 TARGETED SAFE | 500 | 500 | 1,574.87 | .00 | .00 | -1,074.87 | 315.0%* |
| 24008554 570000 10632 TARGETED SAFE | 2,000 | 2,000 | 2,933.67 | .00 | .00 | -933.67 | 146.7%* |
| TOTAL TARGETED SAFETY GRANT EXPEN | 0 | 0 | -500.75 | .00 | .00 | 500.75 | 100.0% |
| 0286 TARGETED SAFETY MATCH EXPENSE | | | | | | | |
| 24008654 511000 10632 TARGETED SAFE | 3,289 | 3,289 | 4,707.52 | .00 | .00 | -1,418.52 | 143.1%* |
| 24008654 520000 10632 TARGETED SAFE | 273 | 273 | 979.81 | .00 | .00 | -706.81 | 358.9%* |
| 24008654 555000 10632 TARGETED SAFE | 49 | 49 | 148.74 | .00 | .00 | -99.74 | 303.6%* |
| 24008654 570000 10632 TARGETED SAFE | 198 | 198 | 234.74 | .00 | .00 | -36.74 | 118.6%* |
| TOTAL TARGETED SAFETY MATCH EXPEN | 3,809 | 3,809 | 6,070.81 | .00 | .00 | -2,261.81 | 159.4% |
| 4402 SUPPORT/OVERHEAD | | | | | | | |
| 24440254 511000 10300 SUPPORT/OVERH | 198,020 | 198,020 | 160,241.75 | .00 | .00 | 37,778.25 | 80.9% |
| 24440254 511001 BOARD PER DIEM | 3,000 | 3,000 | 2,028.56 | .00 | .00 | 971.44 | 67.6% |
| 24440254 520000 SUPPORT/OVERHEAD E | 230 | 230 | 125.93 | .00 | .00 | 104.07 | 54.8% |
| 24440254 520000 10300 SUPPORT/OVERH | 97,855 | 97,855 | 78,531.78 | .00 | .00 | 19,323.22 | 80.3% |
| 24440254 554001 10300 PRINTING ALLO | 2,000 | 2,000 | 1,812.96 | .00 | .00 | 187.04 | 90.6% |
| 24440254 570000 10300 SUPPORT/OVERH | -600,000 | -600,000 | -815,267.16 | .00 | .00 | 215,267.16 | 135.9% |
| TOTAL SUPPORT/OVERHEAD | -298,895 | -298,895 | -572,526.18 | .00 | .00 | 273,631.18 | 191.5% |
| 4403 INCOME MAINTENANCE | | | | | | | |
| 24440354 435600 10076 IMAA REVENUE | -596,741 | -596,741 | -560,270.50 | .00 | .00 | -36,470.50 | 93.9%* |

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LINCOLN COUNTY
YEAR-TO-DATE BUDGET

SOCIAL SERVICES

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FOR 2022 12

| | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|-------------------|-------------|------------|--------------|---------------------|-------------|
| 24440354 511000 10076 INC MAINT SAL | 317,327 | 317,327 | 238,851.27 | .00 | .00 | 78,475.73 | 75.3% |
| 24440354 520000 10076 INC MAINT EMP | 179,040 | 179,040 | 154,090.19 | .00 | .00 | 24,949.81 | 86.1% |
| 24440354 554001 10076 PRINTING ALLO | 500 | 500 | 347.64 | .00 | .00 | 152.36 | 69.5% |
| 24440354 570000 10076 INC MAINT UNC | 251,521 | 251,521 | 304,736.26 | .00 | .00 | -53,215.26 | 121.2%* |
| TOTAL INCOME MAINTENANCE | 151,647 | 151,647 | 137,754.86 | .00 | .00 | 13,892.14 | 90.8% |
| 4422 SS CHILD CARE ADMIN | | | | | | | |
| 24442254 435600 10851 CHILD CARE ST | -157,390 | -157,390 | -146,274.23 | .00 | .00 | -11,115.77 | 92.9%* |
| 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 | 61,207.69 | .00 | .00 | -199.69 | 100.3%* |
| 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 | 46,021.18 | .00 | .00 | -13,235.18 | 140.4%* |
| 24442254 570000 10851 SS CHILD CARE | 56,043 | 56,043 | 38,901.63 | .00 | .00 | 17,141.37 | 69.4% |
| TOTAL SS CHILD CARE ADMIN | -7,553 | -7,553 | -.01 | .00 | .00 | -7,552.99 | .0% |
| 4449 ENERGY ASSISTANCE | | | | | | | |
| 24444954 511000 10833 ENERGY ASSIST | 53,492 | 53,492 | 4,589.63 | .00 | .00 | 48,902.37 | 8.6% |
| 24444954 520000 10833 ENERGY ASSIST | 37,049 | 37,049 | 3,118.19 | .00 | .00 | 33,930.81 | 8.4% |
| 24444954 554001 10833 ENERGY ASSIST | 500 | 500 | 399.75 | .00 | .00 | 100.25 | 80.0% |
| 24444954 570000 10833 ENERGY ASSIST | 30,000 | 30,000 | 12,755.02 | .00 | .00 | 17,244.98 | 42.5% |
| TOTAL ENERGY ASSISTANCE | 121,041 | 121,041 | 20,862.59 | .00 | .00 | 100,178.41 | 17.2% |
| 4450 LIHEAP PUBLIC BENEFITS | | | | | | | |
| 24445054 435600 10831 LIHEAP PB | 0 | 0 | -38,281.93 | .00 | .00 | 38,281.93 | 100.0% |
| 24445054 511000 10831 LIHEAP WAGE | 0 | 0 | 16,633.45 | .00 | .00 | -16,633.45 | 100.0%* |
| 24445054 520000 10831 LIHEAP - WAGE | 0 | 0 | 10,585.52 | .00 | .00 | -10,585.52 | 100.0%* |
| TOTAL LIHEAP PUBLIC BENEFITS | 0 | 0 | -11,062.96 | .00 | .00 | 11,062.96 | 100.0% |
| 4508 JUVENILE | | | | | | | |
| 24450854 511000 10561 JUV SOC WORKE | 522,967 | 522,967 | 371,988.14 | .00 | .00 | 150,978.86 | 71.1% |

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LINCOLN COUNTY
YEAR-TO-DATE BUDGET

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FOR 2022 12

| | | | | | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-----------------------------------|--------|--------------------|---------------|--|--------------------|-------------------|------------|------------|--------------|---------------------|-------------|
| 24450854 | 520000 | 10561 | JUV SOC WORKE | | 313,087 | 313,087 | 183,084.14 | .00 | .00 | 130,002.86 | 58.5% |
| 24450854 | 554001 | 10561 | JUV SOC WORKE | | 2,000 | 2,000 | 2,749.00 | .00 | .00 | -749.00 | 137.5%* |
| 24450854 | 570000 | 10561 | JUV SOC WORKE | | 120,000 | 120,000 | 215,489.94 | .00 | .00 | -95,489.94 | 179.6%* |
| TOTAL JUVENILE | | | | | 958,054 | 958,054 | 773,311.22 | .00 | .00 | 184,742.78 | 80.7% |
| 4537 YOUTH AIDS | | | | | | | | | | | |
| 24453754 | 570000 | 10366 | YOUTH AIDS CO | | 366,000 | 366,000 | 319,018.33 | .00 | .00 | 46,981.67 | 87.2% |
| TOTAL YOUTH AIDS | | | | | 366,000 | 366,000 | 319,018.33 | .00 | .00 | 46,981.67 | 87.2% |
| 4539 YOUTH AIDS LINCOLN HILLS EXP | | | | | | | | | | | |
| 24453954 | 570000 | YA LINCOLN HILLS O | | | 0 | 0 | 212,980.00 | .00 | .00 | -212,980.00 | 100.0%* |
| TOTAL YOUTH AIDS LINCOLN HILLS EX | | | | | 0 | 0 | 212,980.00 | .00 | .00 | -212,980.00 | 100.0% |
| 4545 FOSTER PARENT TRAINING | | | | | | | | | | | |
| 24454554 | 570000 | 10395 | FOSTER PARENT | | 7,000 | 7,000 | 36,632.95 | .00 | .00 | -29,632.95 | 523.3%* |
| TOTAL FOSTER PARENT TRAINING | | | | | 7,000 | 7,000 | 36,632.95 | .00 | .00 | -29,632.95 | 523.3% |
| 4552 YA GROUP HOME | | | | | | | | | | | |
| 24455254 | 570000 | 10325 | YA GROUP HOME | | 48,000 | 48,000 | 81,241.46 | .00 | .00 | -33,241.46 | 169.3%* |
| TOTAL YA GROUP HOME | | | | | 48,000 | 48,000 | 81,241.46 | .00 | .00 | -33,241.46 | 169.3% |
| 4553 YA CC INSTITUTIONS | | | | | | | | | | | |
| 24455354 | 570000 | 10325 | YA CC INSTITU | | 150,000 | 150,000 | 307,525.41 | .00 | .00 | -157,525.41 | 205.0%* |
| TOTAL YA CC INSTITUTIONS | | | | | 150,000 | 150,000 | 307,525.41 | .00 | .00 | -157,525.41 | 205.0% |

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LINCOLN COUNTY
YEAR-TO-DATE BUDGET

SOCIAL SERVICES

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FOR 2022 12

| | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|-------------------|-------------|------------|--------------|---------------------|-------------|
| 4555 PURCHASED SERVICES RES DEV | | | | | | | |
| 24455554 462402 SHELTER CARE REIMB | 0 | 0 | -3,620.47 | .00 | .00 | 3,620.47 | 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 | -130.19 | .00 | .00 | 15,130.19 | -.9% |
| 4556 CCI | | | | | | | |
| 24455654 570000 10561 NON YA INSTIT | 60,000 | 60,000 | 122,370.12 | .00 | .00 | -62,370.12 | 204.0%* |
| TOTAL CCI | 60,000 | 60,000 | 122,370.12 | .00 | .00 | -62,370.12 | 204.0% |
| 4557 FOSTER CARE | | | | | | | |
| 24455754 435600 10561 SUBSIDIZED GU | 0 | 0 | -36,125.00 | .00 | .00 | 36,125.00 | 100.0% |
| 24455754 570000 10561 NON YA FOSTER | 100,000 | 100,000 | 182,236.69 | .00 | .00 | -82,236.69 | 182.2%* |
| 24455754 570005 10561 SUBSIDIZED GU | 36,000 | 36,000 | 55,076.00 | .00 | .00 | -19,076.00 | 153.0%* |
| TOTAL FOSTER CARE | 136,000 | 136,000 | 201,187.69 | .00 | .00 | -65,187.69 | 147.9% |
| 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% |
| 4561 FAMILY PRESERVATION | | | | | | | |
| 24456154 435600 10306 SSF - REV | -42,827 | -42,827 | -48,310.27 | .00 | .00 | 5,483.27 | 112.8% |
| 24456154 570000 10306 SAFE & STABLE | 42,827 | 42,827 | 50,884.73 | .00 | .00 | -8,057.73 | 118.8%* |
| TOTAL FAMILY PRESERVATION | 0 | 0 | 2,574.46 | .00 | .00 | -2,574.46 | 100.0% |
| 4562 CHILD AND FAMILIES IV E | | | | | | | |
| 24456254 435600 CHILDREN AND FAMIL | -636,407 | -636,407 | -634,031.87 | .00 | .00 | -2,375.13 | 99.6%* |

SOCIAL SERVICES

FOR 2022 12

| | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|-------------------------------------|--------------------|-------------------|-------------|------------|--------------|---------------------|-------------|
| 24456254 570000 10340 CHILD & FAM I | 50,000 | 50,000 | 23,988.67 | .00 | .00 | 26,011.33 | 48.0% |
| 24456254 570000 10341 CHILD AND FAM | 20,000 | 20,000 | 6,457.04 | .00 | .00 | 13,542.96 | 32.3% |
| TOTAL CHILD AND FAMILIES IV E | -566,407 | -566,407 | -603,586.16 | .00 | .00 | 37,179.16 | 106.6% |
| 4564 SACWIS | | | | | | | |
| 24456454 570000 10326 SOCIAL SERV S | 3,911 | 3,911 | 10,631.00 | .00 | .00 | -6,720.00 | 271.8%* |
| TOTAL SACWIS | 3,911 | 3,911 | 10,631.00 | .00 | .00 | -6,720.00 | 271.8% |
| 4568 COMMUNITY INTERVENTION | | | | | | | |
| 24456854 570000 10366 COMMUNITY INT | 0 | 0 | 23,907.58 | .00 | .00 | -23,907.58 | 100.0%* |
| TOTAL COMMUNITY INTERVENTION | 0 | 0 | 23,907.58 | .00 | .00 | -23,907.58 | 100.0% |
| 4570 KINSHIP CARE | | | | | | | |
| 24457054 435600 10377 KINSHIP BENEF | -125,000 | -125,000 | -129,598.20 | .00 | .00 | 4,598.20 | 103.7% |
| 24457054 570000 10377 KINSHIP CARE | 125,000 | 125,000 | 144,206.20 | .00 | .00 | -19,206.20 | 115.4%* |
| TOTAL KINSHIP CARE | 0 | 0 | 14,608.00 | .00 | .00 | -14,608.00 | 100.0% |
| 4571 KINSHIP ASSESSMENTS | | | | | | | |
| 24457154 435600 10380 KINSHIP ASSES | -12,649 | -12,649 | -9,671.76 | .00 | .00 | -2,977.24 | 76.5%* |
| 24457154 570000 10380 KINSHIP ASSES | 12,649 | 12,649 | 9,671.76 | .00 | .00 | 2,977.24 | 76.5% |
| TOTAL KINSHIP ASSESSMENTS | 0 | 0 | .00 | .00 | .00 | .00 | .0% |
| 6666 UNDISTRIBUTED EXPENSE | | | | | | | |
| 24666654 511000 UNALLOCATED SALARI | 0 | 0 | 136,172.48 | 44,090.37 | .00 | -136,172.48 | 100.0%* |

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LINCOLN COUNTY
YEAR-TO-DATE BUDGET

SOCIAL SERVICES

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FOR 2022 12

| | ORIGINAL APPROP | REVISED BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE BUDGET | PCT USED |
|------------------------------------|--------------------|-------------------|---------------|------------|--------------|---------------------|-------------|
| 24666654 520000 UNALLOCATED EMPLOY | 0 | 0 | 77,563.47 | 25,431.54 | .00 | -77,563.47 | 100.0%* |
| TOTAL UNDISTRIBUTED EXPENSE | 0 | 0 | 213,735.95 | 69,521.91 | .00 | -213,735.95 | 100.0% |
| TOTAL SOCIAL SERVICES FUND | 0 | 0 | 263,037.50 | 69,521.91 | .00 | -263,037.50 | 100.0% |
| TOTAL REVENUES | -2,871,353 | -2,871,353 | -2,814,080.58 | .00 | .00 | -57,272.42 | |
| TOTAL EXPENSES | 2,871,353 | 2,871,353 | 3,077,118.08 | 69,521.91 | .00 | -205,765.08 | |
| GRAND TOTAL | 0 | 0 | 263,037.50 | 69,521.91 | .00 | -263,037.50 | 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 December 5, 2022

Department

Child Support Lead Jessi Rumsey has been participating on 2 Child Support Modernization (CSM) teams to assist with system requirements for a new modernized child support system. The system currently used was rolled out in 1996. It is an old "green-screen" system that uses F keys for navigation. The new system will be web based and will provide better training for future employees, improve consistency, and provide better ability for data-driven decision making. Some agencies across the state are having troubles retaining new, young staff as they cannot understand/learn the old system.

The Child Welfare Unit has been very active this month.

- Kristine Shorey has completed 8-month Parenting Coach Certification course. Kristine is one of the Departments Child Welfare Support Specialists who works directly with families to mitigate safety threats and build protective capacities.
- The Child Welfare Unit and Corporation Counsel filed 11 guardianship this month, 5 completed and 6 pending.
- Sofia Widowski, Youth Justice Social Worker, was trained in Aggression Replacement Training (ART) along with a staff from North Central Health Care and Merrill Schools and are collaborating to start their first group the beginning of 2023.
- Mickala Ferge and Sofia Widowski were invited to provide the YASI Presentation for the Merrill Police Department.

The Director has been working with the accountant in response to the 2021 Single Audit.

Community

The *Dream Up! Core Team* meet for their kick off meeting as well as a cohort meeting to hear about what other counties have done and begin discussions identifying Lincoln County specific issues. Next meetings are Tuesday, January 24th 9am-12pm (in-person), and Tuesday, February 21, 9am-12pm (in-person).

State

The Child Welfare training partnership has undergone a substantial change in the training model that is considered "highly concentrated and intended to significantly strengthen and increase the employee's knowledge". Additionally, the model gives guidance on appropriate caseload assignments through the duration of the training timeframe. DCF memo 2022-32i "Caseload Expectation" is attached.



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

LISO – Lincoln County Sheriff's Office

NIMC – Northern Income Maintenance Consortium

WCHSA – Wisconsin County Human Services Association

WHEAP – Wisconsin Home Energy Assistance Program

JIPS – Juvenile In Need of Protections and Services

YASI – Youth Assessment and Strength Inventory (YJ assessment)

YJCC – Youth Justice Collaborative Committee



Division of Safety and Permanence

DSP Informational Memo Series 2022-32i

November 18, 2022

To: DCF/DMCPS Administrator
DCF Area Administrators
Child Placing Agency Directors
Child Welfare Agency Directors
County Departments of Community Programs Directors
County Departments of Human Services Directors
County Departments of Social Services Directors
Private Child Placing Agencies
Residential Care Center Providers
Shelter Care Providers
Tribal Chairpersons

From: Wendy Henderson 
Administrator

Re: **Caseload Expectations During WiLearn**

PURPOSE

This memorandum provides information regarding the caseload expectation for child protective services (CPS) professionals who are enrolled in WiLearn, Wisconsin’s initial training program for child welfare staff who are subject to DCF Administrative Rule 43 training requirements.

BACKGROUND

In 2020, the Division of Safety and Permanence (DSP) partnered with Wisconsin Child Welfare Professional Development System (WCWPDS) and began developing a new model of initial training for CPS professionals which would later be named “WiLearn.” At the onset of the planning phase, DSP facilitated a local CPS agency-led workgroup to provide recommendations on several parameters that would be embedded within WiLearn. This workgroup included several members who served in a direct CPS practice capacity and supervised direct practice CPS professionals. In addition, the workgroup was represented by a diverse array of individuals from all county sizes, all regions, and all child welfare practices areas. This workgroup provided guidance regarding critical content areas necessary to support our state’s new CPS professionals and related to federal training program requirements.

Consistent with Federal title IV-E claiming requirements for new staff training related costs, WiLearn is considered an intensive training, which is defined as “highly concentrated and intended to significantly strengthen and increase the employee’s knowledge” during which the new employee would carry no more than 50% of a typical caseload. WiLearn serves as this intensive type training which includes a combination of training modalities through WCWPDS and on-the-job training through the new CPS professional’s local agency and designated supervisor.





INFORMATION SUMMARY

Effective January 1, 2023, new CPS professionals who are enrolled in WiLearn are expected to have up to seven (7) primary case assignments at any point in time within their first six (6) months as a new CPS professional who is subject to DCF 43 training requirements. These expectations pertain to staff whose case assignments include Initial Assessment and Ongoing Service case type, or a combination of those case types as documented in eWiSACWIS. This caseload expectation does not include new CPS professional staff whose sole responsibility is Access or who carry out placement recruitment, retention, or training responsibilities. In order to establish the 50% caseload count, DSP reviewed aggregate data from the Random Moment Time Study (RMTS) Staff Roster, as well as from the eWiSACWIS Case Assignment Report. These data sources provide the necessary data at the state and county levels to establish a statewide average caseload and to be used by DCF and local agencies to review and monitor staffing and caseload results. The combination of these two data sources resulted in establishing the aggregated average caseload of 14.4 cases from the applicable staff who had been employed for at least six (6) months or more.

The new caseload expectation will allow for additional title IV-E claiming which will be used to support our state's child protective services system. Even more importantly, the full and active participation of new CPS professionals, along with the support of their respective agencies and supervisors, will contribute to the quality and consistency the training provided to staff who carry out this work across the state. Allowing this time and space for new CPS professionals to acquire necessary skills early in their careers will lead to improved staff retention and downstream impacts on services to and the stability of children and their families.

WiLearn Website: <https://dcf.wisconsin.gov/family-first/workforce>

CENTRAL OFFICE CONTACT: dcfmbchildwelfarewilearntraining@wisconsin.gov

MEMO WEB SITE: <https://dcf.wisconsin.gov/cwportal/policy>

Tony Evers
Governor



OFFICE OF THE INSPECTOR GENERAL

1 WEST WILSON STREET
PO BOX 309
MADISON WI 53701-0309

Karen E. Timberlake
Secretary

State of Wisconsin
Department of Health Services

Telephone: 608-266-2521
Fax: 608-267-3380
TTY: 711 or 800-947-3529

December 7, 2022

Renee Krueger, Social Services Director
Lincoln County
801 North Sales Street
Merrill, WI 54452

Dear Ms. Krueger:

The Wisconsin Department of Health Services (DHS) has reviewed for resolution the audit reporting package of your organization for the audit period ended on December 31, 2021. Our desk review was limited to the programs under contract with DHS.

The audit report was reviewed to determine if your organization is in compliance with state and federal audit requirements and reporting guidelines. Any audit findings related to DHS funding have been resolved to our satisfaction. Other funding sources may separately contact your office to resolve issues related to their specific programs.

Your organization's audit reporting package has been accepted relative to our programs. DHS considers it in compliance with relevant audit and reporting guidelines and thus closed. Our office requires no additional response from your organization related to this audit period.

Please note that the acceptance of the reporting package does not offer any assurance related to allowable or unallowable costs. Unallowed costs, which may not have been identified in this review, may be identified in a subsequent fiscal review. DHS is responsible for monitoring all subrecipients for compliance with laws, regulations, contract provisions, and state and federal cost guidelines. Your organization may be selected for a fiscal review that may identify other areas to be addressed. A fiscal review would differ from a desk review of this audit reporting package.

If you have any questions, please feel free to contact me at your convenience.

Sincerely,

A handwritten signature in blue ink that reads 'Christopher A. Cook'.

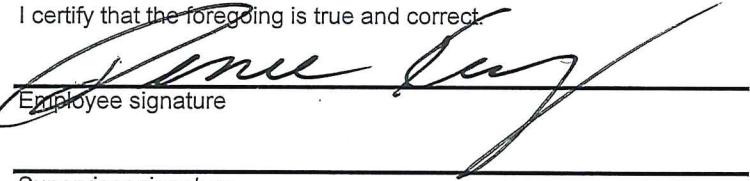
Christopher A. Cook, CPA
Auditor-Advanced, Office of the Inspector General
Wisconsin Department of Health Services
Christopher.cook@dhs.wisconsin.gov
Phone: (608) 261-4955

Lincoln County Employee Timesheet

Name: Renee Krueger Department: Social Services Pay Period: 10/31/2022 To: 11/13/2022
 Employee Number: 561
 Representative Status: Nonrepresented
 FLSA Status: Exempt

| 10/31 | 11/1 | 11/2 | 11/3 | 11/4 | 11/5 | 11/6 | 11/7 | 11/8 | 11/9 | 11/10 | 11/11 | 11/12 | 11/13 | Hours | Pay Category | FMLA Hrs |
|-------|------|------|------|------|------|------|------|------|------|-------|-------|-------|-------|-------|--------------------------|----------|
| Mon | Tue | Wed | Thur | Fri | Sat | Sun | Mon | Tue | Wed | Thur | Fri | Sat | Sun | 77 | Regular: Social Services | |
| 6.25 | 7.5 | 10.5 | 4.5 | 7 | | | 8 | 8 | 8 | 8.25 | 5 | | 4 | 3 | Vacation: | |
| | | | 3 | | | | | | | | | | | 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 | | |
| 6.25 | 7.5 | 10.5 | 7.5 | 7 | 0 | 0 | 8 | 8 | 8 | 8.25 | 5 | 0 | 4 | 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: _____