

GREEN LAKE COUNTY DEPARTMENT OF HEALTH & HUMAN SERVICES

HEALTH & HUMAN SERVICES

571 County Road A

Green Lake WI 54941-0588

VOICE: 920-294-4070

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FOX RIVER INDUSTRIES

222 Leffert St.

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Berlin WI 54923-0069

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Post Date: December 7, 2018

The following documents are included in the packet for the Department of Health & Human Services Board held on Monday, December 10, 2018

- December 10, 2018 DHHS meeting agenda 5:00 p.m.
- DHHS Draft Minutes November 19, 2018 meeting
- Family Resource Council Draft Minutes 12/3/18
- Behavioral Health Unit Report November 2018
- Fox River Industries November 2018
- Health Unit/Environmental Health Report November 2018
- Line Item Transfer – Child Support
- Line Item Transfer – Children & Family Services – Mentoring
- Line Item Transfer – Health – Communicable Disease
- Line Item Transfer – Economic Support – Child Care
- Line Item Transfer – Behavioral Health - CSP



**GREEN LAKE COUNTY
DEPARTMENT OF HEALTH & HUMAN
SERVICES**

Office: 920-294-4070 FAX: 920-294-4139 Email: alcdhhs@co.green-lake.wi.us

Health & Human Services Committee Meeting Notice

Date: December 10, 2018 Time 5:00 PM

Green Lake County Government Center

571 County Rd A, COUNTY BOARD Room #0902 Green Lake WI

AGENDA

**Committee
Members**

*Joe Gonyo,
Chairman
Brian Floeter
John Gende
Joanne Guden
Nancy Hoffman
Harley Reabe
Richard Trochinski
Joy Waterbury
Charlie Wielgosh*

*Karen Davis,
Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes 11/19/18
5. Correspondence:
6. Veteran's Service Office Report
7. Advisory Committee Reports
 - Family Resource Council - December 3, 2018 (Trochinski)
 - ADVOCAP/Headstart Report (Gonyo/Wielgosh)
8. Unit Reports
9. Line Item Transfers
10. Committee Discussion
 - Future DHHS Meeting Date (January 14, 2019 at 5:00 p.m. p.m..)
 - Future Agenda items for action & discussion
11. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Karen Davis,
Administrative Assistant

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

THE FOLLOWING ARE THE OPEN MINUTES OF THE HUMAN SERVICES BOARD HELD AT GREEN LAKE COUNTY GOVERNMENT CENTER, 571 COUNTY ROAD A, GREEN LAKE, WI 54941 ON MONDAY, NOVEMBER 19, 2018 AT 5:00 P.M.

PRESENT: Joe Gonyo, Chairman
Harley Reabe, Vice Chairman
Richard Trochinski, Member
Joy Waterbury, Member
Charlie Wielgosh, Member
Nancy Hoffman, Member
Joann Guden, Member

EXCUSED: John Gende, Member
Brian Floeter, Member

OTHERS PRESENT: Jason Jerome, Director
Karen Davis, Administrative Assistant
Cathy Schmidt, County Administrator
Dawn Klockow, Corporation Counsel

Certification of Open Meeting Law: The requirements of the Open Meeting Law have been met.

Call to Order: The meeting was called to order at 5:01 p.m. by Vice Chairman Reabe.

Pledge of Allegiance: The Pledge of Allegiance to the Flag was recited.

Action on Minutes: Motion/second (Trochinski/Waterbury) to approve the minutes of the 10/8/18 Health & Human Services Board meetings as presented. All ayes. Motion carried.

Chairman Gonyo arrived at 5:05 p.m.

Correspondence: Jerome reported regarding the grant that Sue Sleezer, Children & Family Services Unit Manager, wrote for and received through the Oshkosh Area Community Foundation Community Impact Grant Committee. The award was for \$2,095.00 and will be utilized for continuation of a summer girl's group.

Jerome reported regarding a four county mental health grant awarded to assist youth in need of services for crisis stabilization in the amount of \$250,000. Green Lake County was one of the four counties. Jerome explained what will be done with the grant funding for crisis stabilization of youth in a crisis situation.

Veteran's Service Office Report: No report.

Advisory Committee Reports: ADRC Committee: Waterbury reported regarding the November 15, 2018 meeting.

Aging Advisory Committee: Trochinski reported regarding the November 15, 2018 meeting. Trochinski reported regarding approval of the Resolution to accept a donation of a fork lift for the food pantry unloading of food from Feeding America.

Transportation Coordinating Committee: Trochinski reported regarding the November 14, 2018 meeting.

Trochinski reported regarding the vehicles that are received each year through grant funding.

Advocap/Headstart Report: No report.

Unit Reports: Jerome reported regarding various items in the units: i.e. Behavioral Health Unit has a new psychiatrist and satellite office at the Markesan Schools for counseling.

Jerome reported that there has been a high demand for flu shots, over 600 administered to date.

Jerome also reported regarding outreach through the Health Unit to do home visits at the Amish homes and help administer immunizations.

The Aging/ADRC report was received and on file.

The Behavioral Health Unit report was received and on file.

The Children & Family Services report was received and on file.

The Economic Support/Child Support report was received and on file.

The Fox River Industries report was received and on file.

The Health/Environmental report was received and on file.

85.21 Transportation Grant Approval:

Trochinski reported regarding the 85.21 grant that was approved at the Transportation and Aging meetings. Discussion followed. Motion/second (Trochinski/Reabe) to approve the 85.21 Transportation Grant. All ayes. Motion carried.

Resolution Relating to Accepting funds to Purchase a forklift for the Green Lake County Food Pantry and Entering Into a Memorandum of Understanding:

Jerome presented/explained the Resolution Relating to Accepting Funds to Purchase a Forklift for the Green Lake County Food Pantry and Entering Into a Memorandum of Understanding. Discussion followed. Motion/second (Guden/Waterbury) to approve the Resolution Relating to Accepting Funds to Purchase a Forklift for the Green Lake County Food Pantry and Entering Into a Memorandum of Understanding. All ayes. Motion carried.

Resolution Relating to Support of Increased County Child Support Funding:

Jerome presented/explained the Resolution Relating to Support of Increased County Child Support Funding. Motion/second (Waterbury/Trochinski) to approve the Resolution Relating to Support of Increased County Child Support Funding. All ayes. Motion carried.

Resolution Relating to Eliminating One Part-Time Economic Support Worker Position: Jerome presented/explained the Resolution Relating to Eliminating One Part-Timer Economic Support Worker. Discussion followed. Jerome reported that County Personnel approved the resolution pending approval by the Health & Human Services Board. Motion/second (Waterbury/Guden) to approve and send to County Board for approval the Resolution Relating to Eliminating One Part-Timer Economic Support Worker. All ayes. Motion carried.

Staff Safety Protocol Policy Update: Jerome updated Committee members regarding implementation of the staff safety protocol policy. Discussion followed.

Budget: 2018 Budget Update: Jerome presented the DHHS Expenditure/Revenue Comparison for 2017/2018 for Committee review. Jerome reported that, to date, DHHS has spent less than in 2017 which is due to good assessments and program fit that allows individuals in the least restrictive setting possible. Waterbury would like a thank you expressed to the Department. The report was received and is on file.

2019 Proposed Budget: Jerome reported that the DHHS 2019 budget was approved and accepted at County Board.

Committee Discussion: No discussion.

Future Meeting Date: The next Health & Human Services Board meeting will be Monday, December 10, 2018 **at 5:00 p.m. at the Green Lake County Government Center.**

Future Agenda Items For Action and Discussion: None.

Adjournment: Gonyo adjourned the meeting at 5:32 p.m.

FAMILY RESOURCE COUNCIL MEETING MINUTES—December 3 , 2018

Present were: Sue Sleezer, DHHS Children & Family Services Unit Manager; Gail Olson, Consumer; Renee Peters, DHHS Health Unit – Family Support/Birth-Three Program; Rachel Prellwitz, DHHS Health Unit; Dick Trochinski, County Board Supervisor; Tony Beregszazi, ADVOCAP; Kate Meyer, CLTS/CCS Coordinator; Jessica Bielmeier, Vicki Rhine, ASTOP; Kathy Anderson-Kemnitz, Parent; Shelby Jensen, DHHS Economic Support/Child Support Unit Manager, Harley Reabe, County Board Chair; Mark Podoll, Sheriff's Dept.; Jason Jerome, DHHS Director; Lynn Moen, Green Lake County Victim/Witness Coordinator; Connie Anderson, Community Representative; Nichol Grathen, DHHS – Behavioral Health Unit Manager; Holly Petts, Parent; Eric Schepp, DHHS Health Unit – Student Intern; Katie Gellings, UW Extension; Robyn Morris, Parent

Certification of Open Meeting Law: The requirements of the open meeting law were certified as being met.

Call to Order: The meeting was called to order at 11:33 a.m. by Anderson.

The Pledge of Allegiance was recited.

Introductions: Introductions of members were made.

Agenda: Motion/Second (Reabe/Moen) to approve the agenda. All ayes. Motion carried.

Minutes: Motion/second (Beregszazi/ Podoll) to approve the September 10, 2018 minutes. All ayes. Motion carried. Discussion followed.

Correspondence: None.

Membership – Resource Council/CCS Coordinating Committee: Meyer reported that the recommendation is to combine the Family Resource Council and CCS Coordinating Committee and only have one meeting. Meyer reported that the CCS sub-committee always met after the Family Resource Council meeting. Motion/second (Trochinski/Beregszai) to combine the Family Resource Council and the CCS Sub-Committee. All ayes. Motion carried.

DISCUSSION ON PROGRAMS/POLICIES:

Treatment and Diversion Program: Grathen updated Committee members regarding the Treatment and Diversion program. Presently, there are 4 individuals enrolled in the program and 1 pending referral. Grathen reported regarding ways to increase the amount enrolled. Committee members will be updated.

Coordinated Services Teams: Sleezer updated Committee members regarding the Coordinated Services Teams wraparound services. Sleezer reported that there are 13 teams enrolled at the present time. Other staff will be covering Eichstedt's caseload during her medical leave.

Children's Community Options Program: Peters presented that annual plan update. Peters reported that this is the annual update to the 5-year plan. Peters reported that the estimated amount of children being served next year will leave a 7 in the plan that was submitted. Discussion followed. Motion/second (Podoll/Moen) to approve the annual Children's Community Options Program plan update. All ayes. Motion carried.

Birth-Three: Peters reported regarding the Birth-Three program. Peters reported /shared the report on the on-site review was recently received.

Peters reported that 12 children are receiving ongoing services on this date and staff are doing 3 new evaluations.

Comprehensive Community Services (CCS) Update: Meyer reported regarding the CCS program to Committee members. Meyer reported the annual surveys are completed. Meyer reported that there are approximately 31 active participants, of which 14 are children Meyer reported that Green Lake County contracts with seven surrounding agencies/individuals to provide services through CCS to consumers.

CLTS (Children's Long Term Support) Program: Meyer reported regarding the CLTS waitlist elimination. Meyer reported that there is still a wait list and the State is not sure what will be happening in 2019. Meyer reported regarding State changes in funding and the CLTS Program.

Health Unit: Maternal Child Health Update: Prellwitz reported that with Maternal Child Health, one of the objectives is to be more breastfeeding friendly. Princeton schools redoing a breastfeeding room in order to be more breastfeeding friendly.

Prellwitz reported that the lead program has a new national database used to follow through and enter lead poisoning cases.

Prellwitz reported that the Amish home visiting program has begun. One of the goals is to increase immunizations through that. Prellwitz reported that the first day of home visits, staff visited 11 families and administered 34 immunizations.

Prellwitz shared information regarding Child Care Resource and Referral .

Appearances: ADVOCAP: Beregszazi reporting regarding staff changes.

Beregszazi reported that they are partnering with Christine Anne with a transitional housing grant.

Beregszazi reported the ADVOCAP was approved for a small business administration grant. Beregszazi reported that this could possibly extend to a 5-year grant. Discussion followed.

ASTOP: Jessica Bielmeier reported that things are very busy at this point. Bielmeier reported that they are updating the SART protocol. This is joint between Waushara and Green Lake Counties. Discussion followed.

Christine Anne Domestic Abuse Services: No discussion.

Community Options – No discussion

Sheriff – No report.

UW Extension No report.

Victim/Witness – No report.

Other: None.

Future Meeting Dates: The next meeting is scheduled for March 4, 2019 at 11:30 a.m.
Other future dates: June 3, 2019; September 9, 2019 and December 2, 2019

Future Agenda Items for Action/Discussion:

Motion/second (Podoll/Olson) to adjourn the meeting.

The meeting adjourned at 12:01 p.m.

		May	June	June	July	July	August	August	September	September	October	October	November	November
		2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018	2017	2018
Crisis														
Total Calls		29	31	18	25	33	24	24	27	29	35	28	24	27
Hospitalizations	Voluntary	1	0	0	0	3	0	2	4	1	1	3	1	1
	Involuntary	2	9	3	8	9	4	4	5	7	6	7	7	4
Clients on Order	Commitment	7		8		9		9		8		9		8
	NGI	2	2	2	2	2	2	2	2	2	2	2	2	1
	Settlement Agreement	2		3		5		6		9		10		8
Residential Placements	Group Home	0	2	0	5	2	5	2	5	2	3	2	3	2
	Diversion/ Transitional short term	1	3	0	1	0	1	0	0	0	0	0	0	0
	AODA	1	0	0	1	0		0		0	0	0	0	0
Staff Time in Hours		329.65		277.5		322.5		296.25		215.25				350
Outpatient														
New Intakes		30	21	21	21	22	12	14	20	9	27	20	20	14
MH therapy hours		169	129	143	116	124	128	142	116	127	134	161	134	138
IDP Assessments							11	8	7	9	8	10	8	2
AODA therapy hours		38	31	34	19	39	34	43	35	36	18	38	18	38
Group service hours (total)		30		24		21	2	13.5	4.5	4.5	7.5	13.5	7.5	10.5
Group Service participants		9		5		5	2	5	2	2	5	3	3	3
Staff Time in Hours		697.75		737.5		705.75		773		695.75				684.45
CCS														
Adults		17		17		16		14		15		13		17
Youth		12		13		12		16		19		19		14
New Intakes		1	2	1	0	2	0	5	0	4	3	3	0	2
Discharges		4	4	0	1	4	4	3	0	0	1	4	0	0
Staff Time in Hours		260.25		208.5		254.75		275.5		206.25				234.5

	May 2018	June 2017	June 2018	July 2017	July 2018	August 2017	August 2018	September 2017	September 2018	October 2017	October 2018	November 2017	November 2018
CSP													
Current Clients	8	11	8	11	9	11	9	10	9	10	10	10	9
New Clients	0	0	0	0	0	0	0	1	0	0	1	0	1
Discharges	0	0	0	0	1	0	0	0	0	0	0	0	2
Staff Time in Hours	157.75		128.75		130		146.25		121.25				137.75
Childrens' Waiver (CLTS)													
Current Clients	12	8	14	8	16	9	16	9	16	9	16	9	17
Discharges	0	0	0	0	0	0	1	0	0	0	1	0	0
Admissions	0	0	2	0	2	1	1	0	0	0	1	0	1
Staff Time in Hours	40		20.75		30.5		24.25		30				
Treatment Court													
Current Clients	3		3		3		3	0	4	1	4	1	5
New Referrals	2		1		0		0	1	1	0	1		0
Discharges	0		1		0		0	0	0	0	0		0
TCM													
Current Clients			2		3		2		2		3		5
Discharges			0		0		1		1		0		0
New Referrals			0		0		0		1		1		2
Staff Time in Hours			13.5		10.5		17.25		15.5				21

November 2018: 1. Finalized planning for Markesan School-based office and now accepting referrals for this program; 2. Outpatient staff were invited to present at Green Lake School regarding positive mental health habits, stress reduction, etc. (scheduled for early December); 3. Crisis Stakeholder meeting scheduled December 6th

FRI Monthly Census DECEMBER 2018

Day Service: Full Time- 7 Part Time- 4

Prevocational Full Time- with Day Service- 24
 Full time- without Day Service- 5
 Part Time-with Day Service- 8
 Part Time-without Day Service- 6

Discharge + Reason:

Out temporarily for seasonal employment: 2

Discharged one consumer due to moving out of service area.

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November 2018 Monthly, Report to the Health & Human Services Board

- **Monthly Contacts**---Public Health covers a variety of topics and we track client contacts. In November, 635 contacts were made with clients for Adult Health, Birth to 3, Maternal/Child Health, Immunizations, Preparedness, Dental, Worksite Wellness and more.
- **Communicable Disease Follow-up**—As usual, we had several communicable diseases to follow up on. We did have a suspect case of measles, which is very unusual and it turned out to be negative. We did have a positive pertussis (whooping cough) in an 8 month old child. The child was treated, quarantined and follow-up included discussion on all the contacts who the child had seen in the past week as he had been at a funeral.
- **Prevention Activities**—Kathy Munsey gave a presentation to TRIAD members on being prepared for emergencies particularly weather emergencies. Due to a recent grant award, she was able to give away emergency “Go Kits” to two seniors who attended the event.
- **Opioid Prevention**---we are collaborating with the Region 6 Health and Emergency Response Coalition (HERC) to provide training to our local physicians and EMT’s on opioid overdoses, prescribing practices and more. The state is providing funding for this training.
- **Flu Season is here**---and we are winding down our clinics at businesses and long-term care facilities. We did a community clinic at Markesan Resident home and from now on we will just have clinics in Green Lake.
- **The Central WI Health Partnership (CWHP)** --continues to work on plan to address Health Equity. The group has been meeting monthly to discuss community issues and look at ways to improve the health of the community. Many projects are in place to move this grant process along, although there is a lot of data gathering at this point.
- **Amish** –Rachel Prellwitz (formerly Schackow—she got married this month) continues to engage the Amish community through the Tri-County Plain Community Consortium with Marquette and Columbia counties. They address many issues related to health and safety.
- **Kari Schneider** –did a presentation to a class at Princeton High School on child development and the importance of breastfeeding.
- **Housing Problems**—we continue to work with the city of Berlin on housing problems. We continue to get complaints about substandard housing, both rentals and owned homes. A multi-faceted approach has to be used to address the enormity of this problem.

Respectfully Submitted,
Kathryn S. Munsey, RN
Green Lake County Health Officer

Environmental Health
Green Lake County
November 2018

Animal Bites/Exposures: Investigations – 3
Reported Animal Bites/Scratches – 3
Animal Quarantines for Animal v. Human Exposures – 0
Animal Quarantines for Animal v. Animal Exposures – 1
Quarantine Violations and Enforcement Actions Taken – 0
Animals Exhibiting Positive Signs of Rabies During Quarantine – 0
Animals Exhibiting Negative Signs of Rabies During Quarantine – 1
Enforcement Taken for Violations of Vaccination Requirements - 0
Animals Sacrificed for Exhibiting Symptoms of Rabies or Being Rabies
Suspects- 2 (1 cow, 1 raccoon)

Well Water: 6 test kits distributed.

Lead: None.

Sewage: None.

Solid Waste: None.

Radon: 1 kit distributed

Housing: A letter was sent to the owner of a placarded house in Berlin informing the owner that on 11.12.18 the locks of the house will be changed and that all firearms valuables should be removed at this time. Cleaning of the property began the week of 11.26.18. A final bill will be provided once cleaning is completed.

A motion to amend judgement and for an order for special assessment court hearing was held on 11.15.2018 regarding a placarded house in Berlin. Last month, this house was cleaned at the expense of the county. The Judge granted the county permission to assess the cost of cleaning as a special assessment against the property so that it can be collected along with property taxes.

Vector: None.

Asbestos: None.

Food/Water Illness: None.

Abandoned Bldgs: None.

Other: Abatement orders were due for a property in Berlin. Upon investigation it was difficult to determine if orders were completed due to the driveway of the property being blocked off. K. Kamke, Green Lake Zoning, and Dawn Klockow, Green Lake County Corporation Counsel, are also working with the property owners on cleanup. On 11.19.18, K. Kamke and I were escorted by an officer to the property for an investigation. Upon investigation, it was determined that abatement orders had not been met. New abatement orders were issued and sent certified mail. On 11.27.18, the property owners contacted me via phone to confirm orders. They stated that orders would be complied with and they would contact me prior to the due date of 12.17.18 so that I could visit the property to verify that abatement orders have been met.

Agent: 16 inspections completed.

Attended the Green Lake County staff retreat on 11.06.18.

Attended the Waushara County staff training on 11.07.18.

Attended the DATCP Body Art Facility Inspection Training held in Sauk County on 11.15.18. This training was very valuable as there are currently two individuals interested in obtaining tattooing permits for Green Lake County.

Articles for the bi-annual Food for Thought newsletter were submitted on 11.16.18. These articles included the following topics: Certified Food Manager requirement, norovirus/employee reporting agreement, and proper date marking.

The monthly EH meeting took place on 11.28.18 and a Waushara County Communications Team meeting took place immediately after.

Training with our new agent, Jessica, has been going well. Jessica has shadowed me on several inspections this month.

The Tri-County's fall intern is continuing to shadow inspections on Tuesday afternoons. This internship will be ending in the middle of December.

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/CHILD SUPPORT
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-38-51330-206-460	Maint Contracts - Copier	\$ 1,000.00	\$ 800.00	\$ 96.67	\$ 200.00
18-207-38-51330-251-461	Blood Tests	\$ 1,920.00	\$ 500.00	\$ 688.00	\$ 1,420.00
18-207-38-51330-330-461	Travel Child Support	\$ 1,411.00	\$ 600.00	\$ 300.03	\$ 811.00
18-207-38-51330-407-461	Special Prosecuter	\$ 1,000.00	\$ 600.00	\$ 16.00	\$ 400.00
18-207-38-51330-762-474	Sheriffs Office	\$ 3,504.00	\$ 2,000.00	\$ 1,240.95	\$ 1,504.00
18-207-38-51330-764-474	Clerk of Courts	\$ 3,458.00	\$ 1,400.00	\$ 1,737.10	\$ 2,058.00
			Total Transfer		\$ 5,900.00


To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-38-51330-214-461	Laserfiche Annual Maintenance	\$ 2,895.00	\$ 2,213.00	\$ 5,107.50	\$ 5,108.00
18-207-38-51330-218-461	Service of Process	\$ 3,800.00	\$ 1,800.00	\$ 4,496.21	\$ 5,600.00
18-207-38-51330-310-460	Office Supplies	\$ 1,000.00	\$ 500.00	\$ 1,193.85	\$ 1,500.00
18-207-38-51330-311-460	Postage Child Support	\$ 5,500.00	\$ 1,337.00	\$ 5,585.85	\$ 6,837.00
18-207-38-51330-320-460	Publications Child Support	\$ 100.00	\$ 50.00	\$ 145.75	\$ 150.00
			Total Transfer		\$ 5,900.00

Explanation for Transfer:

Redistribute Child Support Money.

Department Head Approval

 11-28-18

Governing Committee Approval

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date Revised 02/20'

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/C&F
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-33-54504-277-356	Mentoring - C&F	\$ 80,000.00	\$ 4,000.00	\$ 33,392.82	\$ 76,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 4,000.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-33-54504-210-356	Professional Services - C&F	\$ 6,500.00	\$ 4,000.00	\$ 7,120.00	\$ 10,500.00
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 4,000.00		

Explanation for Transfer:

Unforeseen High Cost Evaluations.

Department Head Approval

[Signature] 11-28-18

Governing Committee Approval

 If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date Revised 02/20'

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/HEALTH
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-31-54109-307-800	Training Communicable Disease	\$ 500.00	\$ 500.00	\$ -	\$ -
18-207-31-54109-340-800	Operating Supplies Communicable Disease	\$ 2,700.00	\$ 1,027.87	\$ 1,672.13	\$ 1,672.1
18-207-31-54102-330-000	Travel Public Health	\$ 6,805.00	\$ 676.00	\$ 5,015.29	\$ 6,129.0
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 2,203.87		

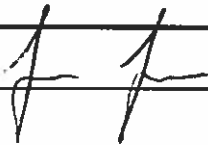
To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-31-54109-330-800	Mileage Communicable Disease	\$ 200.00	\$ 2,203.87	\$ 2,403.50	\$ 2,403.8
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 2,203.87		

Explanation for Transfer:

Grant Money was spent different than what was anticipated in the 2018 budget.

Department Head Approval

 11-28-18

Governing Committee Approval

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date Revised 02/20

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/ESU
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account


Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-34-54414-307-832	Training CC Eligibility	\$ 100.00	\$ 100.00	\$ -	\$ -
18-207-34-54414-307-841	Training CC Fraud	\$ 100.00	\$ 50.00	\$ -	\$ 50.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 150.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-34-54414-330-832	Travel CC Eligibility	\$ 200.00	\$ 150.00	\$ 301.64	\$ 350.00
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 150.00		

Explanation for Transfer:
 More Travel was paid out than trainings for Child Care Certification.

Department Head Approval

 11-28-18

Governing Committee Approval

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval: _____

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on : _____

Date

Revised 02/2017

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: _____ DHHS/BHU
 Budget Year Amended: _____ 2018

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-36-54304-307-561	Training CSP	\$ 500.00	\$ 450.00	-	\$ 50.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 450.00		

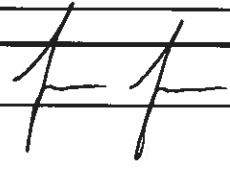
To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
18-207-36-54304-340-561	Operating Supplies - CSP	\$ 300.00	\$ 450.00	\$ 330.82	\$ 750.00
		\$ -			\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 450.00		

Explanation for Transfer:

Moved from training to allow money to cover supplies for Wellness Group.

Department Head Approval


11-28-18

Governing Committee Approval

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

_____ Date _____ Revised 02/2017