

**Human Services Board Agenda - Jefferson County**  
**Jefferson County Workforce Development Center, 874 Collins Road, Room 103**  
**Jefferson, WI 53549**

**Date:** Tuesday, April 9, 2024, Time: 8:30 a.m.

**Topic:** Human Services Board Meeting

**Join Zoom Meeting**

<https://zoom.us/j/94280034464?pwd=dkZGanZ1TFNTV1M0QlhvVGpzS2JnZz09>

**Meeting ID:** 942 8003 4464

**Passcode:** 750434

+13126266799 US (Chicago)

**Committee Members:**

**Jones, Dick (Chair)**

**Kutz, Russell (Vice-Chair)**

**Racanelli, Gino**

**Nsibirwa, Sira**

**Wineke, Michael**

**Lund, Kirk**

**Ganser, Steve**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review of the April 9, 2024 Agenda
5. Public Comment (Members of the public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of March 12, 2024 Board Minutes
7. Communications
8. Review of the February 2024 Financial Statement
9. Discuss and Approve March 2024 Vouchers
10. Discussion and Possible Action on new 2024 Professional Service Contract (*Home Modification*)
11. Discussion and Possible Action on Kindness and Caring in Action Award
12. Director's Report
13. Adjourn

**Next Scheduled Meetings:**

Tuesday, May 14, 2024, at 8:30 a.m.

Tuesday, June 11, 2024, at 4:00 p.m.

A Quorum of any Jefferson County Committee, Board, Commission, or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

**Special Needs Request** - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours before the meeting at 920-674-7101 so appropriate arrangements can be made.

**JEFFERSON COUNTY HUMAN SERVICES**  
**Board Minutes**  
**March 12, 2024**

**Board Members Present in Person:** Russell Kutz, Michael Wineke, Kirk Lund, Gino Racanelli, and Steve Ganser

**Present via Zoom:** Richard Jones, and County Administrator Ben Wehmeier

**Others Present:** Director Brent Ruehlow, Administrative Services Division Manager Brian Bellford, Assistant County Administrator Michael Luckey, and Office Manager Kelly Witucki

- 1. CALL TO ORDER**  
Mr. Jones called the meeting to order at 8:30 a.m.
- 2. ROLL CALL/ESTABLISHMENT OF QUORUM**  
Nsibirwa absent/Quorum was established.
- 3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**  
Mr. Ruehlow certified that we are in compliance.
- 4. REVIEW OF THE MARCH 12, 2024, AGENDA**  
Mr. Jones moved Agenda item #11 to be after Agenda #7.
- 5. PUBLIC COMMENTS**  
No Comments
- 6. APPROVAL OF THE FEBRUARY 13, 2024, BOARD MINUTES**  
Mr. Wineke made a motion to approve the February 13, 2024, board minutes.  
Mr. Kutz seconded.  
Motion passed unanimously.
- 7. COMMUNICATIONS**  
Mr. Ruehlow shared a letter that came in from a guardian from Compass Guardianship. The letter expresses their appreciation and gratitude in the work that Mardy Juhl and the CSP team has been doing for one of our CSP consumers.
- 8. REVIEW OF THE FINAL 2023 FINANCIAL STATEMENT**  
Mr. Bellford reviewed the final financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$1,671,405. This balance does include our prepaid adjustments (purchases made in 2023 that we have to expense in 2024 of \$332,070), leaving \$1,339,335 of unreserved fund balance. Our carryover request was \$1,293,256, leaving approximately \$46,079 to lapse.
- 9. DISCUSS AND APPROVE FEBRUARY 2024 VOUCHERS**  
Mr. Bellford reviewed the summary sheet of vouchers totaling \$915,901.39 (attached).  
Mr. Kutz made a motion to approve the February 2024 vouchers totaling \$915,901.39).  
Mr. Lund seconded.  
Motion passed unanimously.

**10. DISCUSSION AND POSSIBLE ACTION ON NEW 2024 PROFESSIONAL SERVICE CONTRACTS (ADAPTIVE AIDS-VEHICLE, AODA RESIDENTIAL, CCS REGIONAL SERVICE ARRAY, AND MENTORING CHIPS AND JUVENILE)**

Mr. Ruehlow reported that we have nine new service providers. (attached)

Mr. Jones made the motion to approve the contracts as listed.

Mr. Racanelli seconded.

Motion passed unanimously.

**11. PRESENTATION ON MOTIVATIONAL INTERVIEWING**

Michelle Rushton & Elizabeth Shropshire presented on motivational interviewing.

**12. DIRECTOR'S REPORT**

Mr. Ruehlow reported on the following items:

- Mr. Ruehlow welcomed Steve Ganser to the board.
- For County Board we have three budget amendments which include converting a part time EMH worker to a part time APS worker. The second one would be eliminating a CCS Facilitator position and create Compliance position. The third would be creating a part time Nutrition Site Manager position due to Waterloo choosing not to extend their contract.
- Office space continues to be an issue at the agency. We will be renting additional office space in Watertown at the Collective.
- Our Employee Luncheon is scheduled for May 8<sup>th</sup> from 11:30-1:00 at the Fairgrounds. Mr. Ruehlow extended the invite to the board members.
- Update on the Matz Center. We currently have 7 placements. Four of those placements are from Jefferson County, one from Milwaukee County, one from Dodge County, and one from Walworth County.

**13. ADJOURN**

Mr. Racanelli made a motion to adjourn the meeting.

Mr. Lund seconded.

Motion passed unanimously.

Meeting adjourned at 9:35 a.m.

Minutes prepared by:

Kelly Witucki  
Office Manager  
Human Services

**NEXT BOARD MEETING**

Tuesday, April 9, 2024, at 8:30 a.m.

Jefferson County Workforce Development Center  
874 Collins Road, Room 103

# Financial Statement Summary

## February, 2024

We are projecting a positive year-end fund balance of \$840,562. This balance includes our carryover from 2022, including \$650,000 from our reserve carryover. This early in the year, most projected are still weighted toward the budget, and very volatile. Because most everything is weighted towards the budget, we are, at this point, only \$190,562, over the budget when the reserve is excluded.

### Summary of Variances:

- CCS continues to be understaffed compared to the budget. **We are projecting \$5,825,253 in total CCS expenses, compared to budgeted costs of \$6,020,315.** This includes \$3,819,565 in staffing (wages, salary, fringe, overhead, and MD costs) compared to a budget of \$4,846,265. However, our contract costs are projected to be \$1,893,276 compared to a budget of \$1,125,000. **Because of this, our revenue from MA is projected to be \$4,496,240, compared to a budget of \$5,396,240, while our WIMCR settlement is projected to be \$1,500,000 compared to a budget of \$900,000.** At the end of March, we had the following CCS positions unfilled: 3 FCT psychotherapists, 3 Rehab Workers, and 4 services facilitators.
- Hospitalizations and detox are driving a large unfavorable balance for mental health. **Hospital/Detox is projected to be over budget (unfavorable) by \$207,528 (Net basis):**

	Budget	Actual	Projection
<b>Revenue</b>	\$348,699	\$24,359	\$296,154
<b>Expenditures</b>	\$1,308,435	\$243,903	\$1,463,418
<b>Net</b>	\$(959,736)	\$(219,544)	\$(1,167,264)

In 2023, our hospitalization net balance was (\$879,913). We anticipate our 2024 revenue increasing, as we receive MA collections for the first few months, which were large bills. The February bill was \$114,505. Additionally, a few large hospitalizations were driving the costs up in January and February. The January 2024 State Institute bill was \$70,389. The February 2024 State Institute bill was \$115,435.

- **The Nutrition Programs – Home Delivered Meals, Site Meals, and NSIP – are projected to have a combined \$29,770 net unfavorable balance.** We are presenting these programs with a combined, net balance, because GWAAR has allowed us to flex the costs and funding among them in recent years.

We have preliminary contract numbers from GWAAR. We will be allowed to transfer between the Meals programs to cover costs, as needed. Additionally, we will be allowed to transfer funding from the 3B (Supportive Services) program.

- **CLTS revenue is projected to be under budget by \$970,087. CLTS expenses are projected to be under budget by \$746,948.** This is one area that is extremely hard to project at this point, and

it will be very volatile for the next few months. We will continue to add staff and kids to this program. We currently have two unfilled CLTS positions.

- **Salary expenses are projected to be under budget by \$1,489,753:** This is because of numerous vacant or unfilled positions. Most of this is because of CCS, CLTS, and the Outpatient Clinic. As such, both billing revenue and staffing costs are below budgeted levels.
- **Fringes and benefit expenses are projected to be under budget by \$585,277.** This would be due to several reasons. One, it would correspond to salaries and vacant positions. Two, we are seeing a large variance in health insurance costs.
- **Children Alternate Care expenses are projected to be under budget by \$495,000.** This projection includes Shelter and Detention costs and excludes kinship care. Kinship is included in the alternate care summary (attached), and it will be fully funded by DCF. We did decrease our alternate care budget in 2024. As shown on the Alternate Care summary, we do not have any RCC placements, which are typically much higher in cost, and causing the budget variance.
- **CRS costs are projected to be \$147,260 under budget.** This is because we included a large, high-cost placement in our budget through carryover. At this point, we do not have costs associated with that placement in CRS.
- The Transportation program continues to see an increased demand for services; however, we did account for this in our 2024 budget. **As such, we are projecting revenue be below the budget by \$5,666, while expenses are projected to exceed the budget by \$10,678 for a net unfavorable balance of \$16,345.** In 2023, we ended the year, with a net unfavorable balance of \$201,759.
- **Income Maintenance Consortium revenue and costs are projected to be in-line with the budget.** Specifically, we are projecting that program to have a net unfavorable balance of \$16,406. Our positions are full, so we do not have a variance in salary or wages. Staff have been earning additional overtime through the Unwinding program through March 2024. Those additional costs are covered by funding from the Consortium. We are hopeful to receive enhanced funding in 2024 similar to what we have received in prior years.
- **Operating Reserve:** We are projecting a year-end balance of \$650,000 in the operating reserve this year.

**BEHAVIOR HEALTH DIVISION:** Projected unfavorable balance of \$228,169. This is because of hospitalization expenses and CCS revenue. We have not billed any CCS revenue for 2024, so the projections is based on 2023. This should increase as we do our billing in 2024.

**CHILDREN & FAMILY DIVISION:** Projected favorable balance of \$430,044, because of reduced alternate care costs.

**ECONOMIC SUPPORT DIVISION:** Projected unfavorable balance of \$36,675. These programs are right in-line with the budget currently.

**AGING & ADRC DIVISION:** Projected favorable balance of \$31,293.

**ADMINISTRATIVE DIVISION:** Projected unfavorable balance of \$5,932.

**OPERATING RESERVE:** Projected favorable balance of \$650,000.

Statements are unaudited.

**JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT**  
**STATEMENT OF REVENUES & EXPENDITURES**  
February 2024 - Financial Statements

**SUMMARY**

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2024 Budget	Year End Variance
Federal/State Operating Revenues	(626,734)	3,879,127	3,252,393	27,399,024	5,093,894	28,747,229	30,563,367	(1,816,138)
County Funding for Operations (tax levy & transfer in)	1,653,010	0	1,653,010	9,386,735	1,668,889	10,013,337	10,013,337	0
<b>Total Resources Available</b>	<b>1,026,277</b>	<b>3,879,127</b>	<b>4,905,404</b>	<b>36,785,759</b>	<b>6,762,784</b>	<b>38,760,565</b>	<b>40,576,704</b>	<b>(1,816,138)</b>
Total Adjusted Expenditures	6,343,925	(284,836)	6,059,088	37,257,171	6,879,300	39,099,008	41,755,708	2,656,700
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>(5,317,648)</b>	<b>4,163,963</b>	<b>(1,153,685)</b>	<b>(471,412)</b>	<b>(116,516)</b>	<b>(338,442)</b>	<b>(1,179,004)</b>	<b>840,562</b>
Balance Forward from 2023-Balance Sheet Operating Reserve	1,179,004		1,179,004	1,166,829		1,179,004	1,179,004	0
<b>NET SURPLUS (DEFICIT)</b>	<b>(4,138,644)</b>	<b>4,163,963</b>	<b>25,319</b>	<b>695,417</b>	<b>(116,516)</b>	<b>840,562</b>	<b>(0)</b>	<b>840,562</b>

**REVENUES**

**STATE & FEDERAL FUNDING**

MH & AODA Basic County Allocation	0	325,669	325,669	1,969,384	325,669	1,954,014	1,954,014	0
Children's Basic County Allocation	0	230,373	230,373	1,370,942	228,490	1,382,238	1,370,942	11,296
Children's L/T Support Waivers	0	44,243	44,243	4,606,943	884,235	4,643,153	5,305,412	(662,258)
Behavioral Health Programs	0	51,844	51,844	1,499,815	205,822	2,510,793	1,234,933	1,275,859
Community Options Program	0	36,353	36,353	218,118	36,353	218,118	218,118	0
Aging & Disability Res Center	0	212,407	212,407	1,163,274	206,748	1,274,441	1,240,486	33,955
Aging/Transportation Programs	223,356	(74,222)	149,134	1,016,019	157,708	867,305	946,247	(78,942)
Project YES!	0	0	0	0	0	0	0	0
Youth Aids	0	118,484	118,484	768,918	142,705	710,903	856,227	(145,324)
IV-E Legal and Legal Rep	0	0	0	103,189	18,899	126,941	113,392	13,549
Children & Families	1,165	62,319	63,484	959,073	120,908	767,107	725,451	41,657
I.M. & W-2 Programs	0	262,268	262,268	1,741,679	281,242	1,676,963	1,687,450	(10,486)
Client Assistance Payments	0	39,071	39,071	223,082	40,000	234,424	240,000	(5,576)
Early Intervention	0	31,547	31,547	186,418	31,070	189,284	186,418	2,866
<b>Total State &amp; Federal Funding</b>	<b>224,521</b>	<b>1,340,355</b>	<b>1,564,876</b>	<b>15,826,854</b>	<b>2,679,848</b>	<b>16,555,684</b>	<b>16,079,089</b>	<b>473,730</b>

**COLLECTIONS & OTHER REVENUE**

Provided Services	(946,526)	2,239,400	1,292,874	8,544,517	1,814,671	9,214,703	10,888,029	(1,673,326)
Child Alternate Care	9,609	0	9,609	111,250	16,983	57,657	101,898	(44,241)
Adult Alternate Care	15,198	0	15,198	128,844	23,760	91,189	142,559	(51,370)
Children's L/T Support	9,547	262,033	271,580	1,507,015	381,218	1,979,482	2,287,310	(307,829)
1915i Program	197	14,470	14,667	282,251	51,346	272,848	308,078	(35,230)
Donations	13,661	0	13,661	153,265	38,088	130,620	228,526	(97,906)
Cost Reimbursements	21,355	(2,132)	19,223	173,472	23,910	134,446	143,463	(9,017)
Other Revenues	25,705	25,000	50,705	671,556	64,069	310,600	384,415	(73,815)
<b>Total Collections &amp; Other</b>	<b>(851,255)</b>	<b>2,538,771</b>	<b>1,687,517</b>	<b>11,572,169</b>	<b>2,414,046</b>	<b>12,191,544</b>	<b>14,484,278</b>	<b>(2,292,734)</b>

**TOTAL REVENUES**

	<b>(626,734)</b>	<b>3,879,127</b>	<b>3,252,393</b>	<b>27,399,024</b>	<b>5,093,894</b>	<b>28,747,229</b>	<b>30,563,367</b>	<b>(1,819,004)</b>
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**EXPENDITURES**

	<b>Y-T-D @ Ledgers</b>	<b>Adjust -ments</b>	<b>Y-T-D Projection</b>	<b>Prior Y-T-D Projection</b>	<b>Prorated Budget</b>	<b>Year End Projection</b>	<b>2024 Budget</b>	<b>Year End Variance</b>
<b><u>WAGES</u></b>								
Behavioral Health	516,067	0	516,067	2,914,735	529,992	3,096,402	3,321,132	(224,730)
Children's & Families	386,589	0	386,589	2,240,527	384,963	2,319,532	2,558,923	(239,391)
Community Support	201,932	0	201,932	1,175,591	226,152	1,211,594	1,356,911	(145,317)
Comp Comm Services	397,809	0	397,809	2,243,406	486,646	2,386,856	2,989,100	(602,243)
Economic Support	226,315	0	226,315	1,340,419	239,169	1,357,889	1,435,016	(77,127)
Aging & Disability Res Center	109,926	0	109,926	615,009	115,871	659,555	695,226	(35,671)
Aging/Transportation Programs	119,146	0	119,146	663,769	114,522	714,876	687,134	27,742
Childrens L/T Support	202,296	0	202,296	1,081,858	242,139	1,213,773	1,452,833	(239,060)
Early Intervention	63,365	0	63,365	380,055	67,333	380,193	403,998	(23,805)
Management/Overhead	218,527	31,000	249,527	1,262,552	232,156	1,497,164	1,392,934	104,230
Lueder Haus	61,895	0	61,895	340,272	66,969	371,368	401,813	(30,445)
Safe & Stable Families	10,086	0	10,086	83,745	10,742	60,516	64,451	(3,935)
Supported Emplmt	0	0	0	0	0	0	0	0
<b>Total Wages</b>	<b>2,513,953</b>	<b>31,000</b>	<b>2,544,953</b>	<b>14,341,939</b>	<b>2,716,653</b>	<b>15,269,718</b>	<b>16,759,471</b>	<b>(1,489,753)</b>
<b><u>FRINGE BENEFITS</u></b>								
Social Security	180,340	0	180,340	1,035,944	205,781	1,082,038	1,234,685	(152,647)
Retirement	166,289	0	166,289	929,732	192,450	997,734	1,154,702	(156,968)
Health Insurance	558,506	0	558,506	3,304,340	629,739	3,351,038	3,778,434	(427,396)
Other Fringe Benefits	15,545	0	15,545	60,125	26,103	71,210	192,475	(121,265)
<b>Total Fringe Benefits</b>	<b>920,680</b>	<b>0</b>	<b>920,680</b>	<b>5,330,142</b>	<b>1,054,073</b>	<b>5,502,020</b>	<b>6,360,296</b>	<b>(858,277)</b>
<b><u>OPERATING COSTS</u></b>								
Staff Training	23,328	0	23,328	152,817	20,834	131,455	129,820	1,635
Space Costs	219,233	0	219,233	1,172,286	73,694	611,627	442,166	169,460
Supplies & Services	470,904	0	470,904	2,130,300	395,244	2,423,306	2,373,712	49,594
Program Expenses	184,106	150,000	334,106	2,027,085	221,175	2,002,538	1,327,047	675,491
Employee Travel	19,560	0	19,560	101,777	20,498	117,359	129,490	(12,132)
Staff Psychiatrists & Nurse	64,218	0	64,218	380,163	67,354	385,305	404,126	(18,821)
Birth to 3 Program Costs	52,916	0	52,916	306,672	47,327	317,493	283,965	33,528
Busy Bees Preschool	382	0	382	1,120	183	2,294	1,100	1,194
Other Operating Costs	4,727	0	4,727	31,323	625	28,287	3,750	24,537
Year End Allocations	(56,502)	3,000	(53,502)	(306,438)	(35,351)	(320,166)	(243,666)	(76,500)
Capital Outlay	46,378	0	46,378	197,210	77,273	393,252	463,638	(70,386)
<b>Total Operating Costs</b>	<b>1,029,249</b>	<b>153,000</b>	<b>1,182,249</b>	<b>6,194,315</b>	<b>888,857</b>	<b>6,092,750</b>	<b>5,315,149</b>	<b>777,600</b>
<b><u>BOARD MEMBERS</u></b>								
Per Diems	390	0	390	4,810	369	2,340	2,215	125
Travel	0	0	0	736	60	0	360	(360)
Training	0	0	0	0	0	0	0	0
<b>Total Board Members</b>	<b>390</b>	<b>0</b>	<b>390</b>	<b>5,546</b>	<b>429</b>	<b>2,340</b>	<b>2,575</b>	<b>(235)</b>

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2024 Budget	Year End Variance
<b><u>CLIENT ASSISTANCE</u></b>								
Donation Expenses	1,190	0	1,190	12,133	0	7,142	0	7,142
Medical Asst. Transportation	0	0	0	0	0	0	0	0
Energy Assistance	0	0	0	0	0	0	0	0
Kinship & Other Client Assistance	30,916	12,800	43,716	189,643	37,338	192,972	224,030	(31,058)
<b>Total Client Assistance</b>	<b>32,106</b>	<b>12,800</b>	<b>44,906</b>	<b>201,776</b>	<b>37,338</b>	<b>200,113</b>	<b>224,030</b>	<b>(23,917)</b>
<b><u>MEDICAL ASSISTANCE WAIVERS</u></b>								
Childrens LTS	87,865	0	87,865	4,321,529	835,621	4,505,838	5,013,726	(507,888)
<b>Total Medical Assistance Waivers</b>	<b>87,865</b>	<b>0</b>	<b>87,865</b>	<b>4,321,529</b>	<b>835,621</b>	<b>4,505,838</b>	<b>5,013,726</b>	<b>(507,888)</b>
<b><u>COMMUNITY CARE</u></b>								
Supportive Home Care	7,648	0	7,648	48,239	10,244	45,888	63,965	(18,077)
Guardianship Services	7,160	0	7,160	70,320	20,817	42,960	124,899	(81,939)
People Ag. Domestic Abuse	4,667	0	4,667	25,000	4,667	28,000	28,000	0
Family Support	0	0	0	0	0	0	0	0
Transportation Services	8,796	0	8,796	87,965	10,000	51,279	60,000	(8,721)
Other Community Care	61,114	31,870	92,984	836,322	90,179	522,480	541,076	(18,596)
Elderly Nutrition - Congregate	5,004	0	5,004	33,335	6,713	30,348	40,276	(9,928)
Elderly Nutrition - Home Delivered	42,454	0	42,454	268,146	45,475	254,723	272,852	(18,128)
Elderly Nutrition - Other Costs	225	0	225	3,364	367	1,347	2,200	(853)
<b>Total Community Care</b>	<b>137,067</b>	<b>31,870</b>	<b>168,937</b>	<b>1,372,691</b>	<b>188,461</b>	<b>977,025</b>	<b>1,133,268</b>	<b>(156,243)</b>
<b><u>CHILD ALTERNATE CARE</u></b>								
Foster Care & Treatment Foster	34,470	0	34,470	370,251	58,333	206,822	350,000	(143,178)
Intensive Comm Prog	0	0	0	0	0	0	0	0
Group Home & Placing Agency	31,924	0	31,924	59,400	20,833	191,542	125,000	66,542
Child Caring Institutions	0	0	0	175,685	62,500	0	375,000	(375,000)
Detention Centers	0	0	0	24,250	8,333	0	50,000	(50,000)
Correctional Facilities	0	0	0	0	0	0	0	0
Shelter & Other Care	19,895	5,890	25,785	161,045	24,679	154,712	148,075	6,637
<b>Total Child Alternate Care</b>	<b>86,289</b>	<b>5,890</b>	<b>92,179</b>	<b>790,632</b>	<b>174,679</b>	<b>553,075</b>	<b>1,048,075</b>	<b>(495,000)</b>
<b><u>HOSPITALS</u></b>								
Detoxification Services	0	0	0	62,599	10,000	0	60,000	(60,000)
Mental Health Institutes	243,903	0	243,903	1,368,508	208,073	1,463,418	1,248,435	214,983
Other Inpatient Care	0	0	0	0	0	0	0	0
<b>Total Hospitals</b>	<b>243,903</b>	<b>0</b>	<b>243,903</b>	<b>1,431,107</b>	<b>218,073</b>	<b>1,463,418</b>	<b>1,308,435</b>	<b>154,983</b>
<b><u>HS RESERVE FUND</u></b>								
Operating Reserve	0	0	0	0	108,333	0	650,000	(650,000)

**OTHER CONTRACTED**

Adult Alternate Care (Non-MAW)  
 Family Care County Contribution  
     1915i Program  
     IV-E TPR  
 Emergency Mental Health  
     Work/Day Programs  
 Ancillary Medical Costs  
 Miscellaneous Services  
     Prior Year Costs  
 Clearview Commission  
**Total Other Contracted**

<b>Y-T-D @ Ledgers</b>	<b>Adjust -ments</b>	<b>Y-T-D Projection</b>	<b>Prior Y-T-D Projection</b>	<b>Prorated Budget</b>	<b>Year End Projection</b>	<b>2024 Budget</b>	<b>Year End Variance</b>			
44,425	0	44,425	429,429	48,636	266,552	291,814	(25,262)			
625,097	(520,914)	104,183	625,097	104,183	625,099	625,097	2			
98,070	0	98,070	546,798	105,050	483,040	630,300	(147,260)			
85,182	0	85,182	417,061	61,776	511,089	370,656	140,433			
0	0	0	675	833	0	5,000	(5,000)			
0	0	0	0	0	0	0	0			
40,109	1,518	41,627	265,231	38,458	249,761	230,749	19,012			
399,540	0	399,540	982,131	297,693	2,397,171	1,786,158	611,013			
0	0	0	480	0	0	0	0			
0	0	0	594	152	0	909	(909)			
<b>1,292,423</b>	<b>(519,396)</b>	<b>773,027</b>	<b>3,267,496</b>	<b>656,780</b>	<b>4,532,712</b>	<b>3,940,682</b>	<b>592,030</b>			
<b>TOTAL EXPENDITURES</b>			<b>6,343,925</b>	<b>(284,836)</b>	<b>6,059,088</b>	<b>37,257,171</b>	<b>6,879,300</b>	<b>39,099,008</b>	<b>41,755,708</b>	<b>(2,656,700)</b>

# JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program Projection Based on FEBRUARY 2024 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

	Program	Annual Projection			Budget			Variance
		Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	
65000	BASIC ALLOCATION	4,160,425	6,322,444	2,162,019	4,390,585	6,254,877	1,864,292	(297,727)
65003	LUEDER HAUS	189,900	634,150	444,250	190,000	712,132	522,132	77,882
65004	UWW QTT	0	0	0	20,000	20,000	0	0
65007	EMERGENCY MENTAL HEALTH	90,000	1,351,479	1,261,479	210,000	1,351,386	1,141,386	(120,093)
63007	YCSF - CAA	1,993,676	1,993,676	0	145,000	295,000	150,000	150,000
63008	YCSF - PR	147,198	147,198	(0)	1,374,000	1,374,000	0	0
65010	HOPE (MHBG SUPPL)	0	16,192	16,192	26,128	126,128	100,000	83,808
65011	MENTAL HEALTH BLOCK	1,692	1,692	0	26,128	26,128	0	0
65025	COMMUNITY SUPPORT PROGRAM	875,000	2,063,430	1,188,430	1,127,726	2,311,177	1,183,452	(4,979)
65027	COMP COMM SERVICE	5,996,240	5,825,253	(170,987)	6,296,240	6,020,315	(275,926)	(104,939)
63027	FAMILY CENTERED THERAPY	0	107,618	107,618	0	66,210	66,210	(41,408)
65030	ROOM AND BOARD FOR OUD	0	0	0	0	0	0	0
65031	AODA BLOCK GRANT	89,070	89,070	0	109,299	109,299	0	0
65035	AODA BLOCK GRANT SUPPLEMENTAL	0	14	14	56,835	56,835	0	(14)
65032	OPIOID GRANT	112,881	112,881	0	143,803	143,803	0	0
65038	OPIOID SETTLEMENT	130,245	124,387	(5,858)	108,302	91,128	(17,174)	(11,316)
65043	COMMUNITY MENTAL HEALTH	97,609	0	(97,609)	97,609	0	(97,609)	0
65044	CCISY CRISIS GRANT	0	0	0	5,000	5,000	0	0
65063	1915i PROGRAM (CRS)	272,848	517,125	244,276	308,078	630,300	322,222	77,946
65158	ELDER ABUSE	26,314	192,328	166,014	25,025	181,448	156,423	(9,591)
65077	ADULT PROTECTIVE SERVICES	74,409	75,344	935	61,827	62,504	677	(258)
65162	APS SUPPLEMENT COVID-19	(8,831)	8,831	17,662	0	0	0	(17,662)
65034	WATERTOWN FOUNDATION TIC	0	0	0	0	0	0	0
66000	DONATIONS	108	-	(108)	9,926	0	(9,926)	(9,818)
<b>Total</b>	<b>Behavior Health</b>	<b>14,248,784</b>	<b>19,583,111</b>	<b>5,334,327</b>	<b>14,731,510</b>	<b>19,837,668</b>	<b>5,106,158</b>	<b>(228,169)</b>

# JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program Projection Based on FEBRUARY 2024 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

Program	Annual Projection			Budget			
	Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	Variance
<b>Children &amp; Families</b>							
65001 CHILDREN'S BASIC ALLOCATION	1,522,662	1,947,101	424,439	1,592,040	2,455,895	863,855	439,416
65002 KINSHIP CARE	174,424	174,424	0	180,000	180,000	0	0
65005 YOUTH AIDS	659,149	996,474	337,325	676,408	1,229,746	553,337	216,012
65006 YOUTH AIDS - STATE CHARGES	0	0	0	0	0	0	0
63105 DOJ: DIVERSIONARY PROGRAMMING	0	11,234	11,234	63,243	63,243	0	(11,234)
63109 YOUTH JUSTICE INNOVATION	37,506	37,506	0	112,500	112,500	0	0
60683 CITIZEN'S REVIEW PANEL	1,661	1,661	0	10,000	10,000	0	0
63612 IN HOME SAFETY SERVICES	311,890	346,121	34,231	167,978	186,414	18,436	(15,795)
63112 PARENTS SUPPORTING PARENTS	318,142	342,482	24,340	361,418	376,258	14,839	(9,500)
63113 RELATIVE CAREGIVER SUPPORT	606	606	0	0	0	0	0
65009 YA EARLY & INTENSIVE INT	64,314	305,405	241,091	64,314	233,218	168,904	(72,188)
65121 CHILDREN'S COP	218,118	208,139	(9,979)	218,118	291,118	73,000	82,979
65020 DOMESTIC ABUSE	0	28,000	28,000	0	28,000	28,000	0
65021 SAFE & STABLE FAMILIES	69,786	108,736	38,950	69,786	120,879	51,093	12,143
65036 SACWIS	0	0	0	0	9,676	9,676	9,676
65040 CHILDRENS LTS WAIV-DD	6,622,635	6,560,061	(62,574)	7,592,722	7,525,466	(67,256)	(4,683)
65067 COMMUNITY RESPONSE GRANT	0	169,599	169,599	0	185,969	185,969	16,370
63111 FOSTER PARENT RETENTION	758	758	0	19,000	19,000	0	0
65068 FOSTER PARENT TRAINING	1,295	3,321	2,026	4,269	10,671	6,403	4,377
65060 IV-E CHIPS LEGAL	23,641	90,925	67,285	28,221	108,542	80,321	13,036
65070 IV-E TPR	60,400	179,673	119,273	47,500	125,000	77,500	(41,773)
65069 LEGAL REP: TPR	0	0	0	2,000	5,000	3,000	3,000
65079 LEGAL REP: CHIPS	42,900	240,491	197,591	35,671	132,114	96,443	(101,148)
65080 YOUTH DELINQUENCY INTAKE	0	872,339	872,339	0	1,051,925	1,051,925	179,586
63301 WiLEARN	0	308,501	308,501	0	0	0	(308,501)
65175 EARLY INTERVENTION (BIRTH TO 3)	212,504	922,930	710,426	214,487	942,933	728,446	18,020
63188 CHILD CARE COUNTS	6,990	10,540	3,550	36,000	36,000	0	(3,550)
65105 KINSHIP ASSESSMENTS	6,758	6,758	0	9,953	9,953	0	0
65120 COORDINATED SERVICE TEAM	60,000	126,207	66,207	60,000	121,642	61,642	(4,566)
63120 CST SUPPLEMENT	0	0	0	0	0	0	0
65188 BUSY BEES PRESCHOOL	1,350	52,506	51,156	3,000	42,667	39,667	(11,489)
65189 INCREDIBLE YEARS	205	48,575	48,370	1,200	114,838	113,638	65,268
66000 DONATIONS	5,940	7,142	1,202	44,214	0	(44,214)	(45,416)
<b>Total</b>	<b>10,423,634</b>	<b>14,108,215</b>	<b>3,684,581</b>	<b>11,614,041</b>	<b>15,728,666</b>	<b>4,114,625</b>	<b>430,044</b>

# JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program Projection Based on FEBRUARY 2024 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

	Program	Annual Projection			Budget			Variance
		Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	
<b>Economic Support Division</b>								
	65051 INCOME MAINTENANCE	1,512,727	2,211,724	698,997	1,516,112	2,195,319	679,206	(19,790)
	65053 CHILD DAY CARE ADMIN	150,259	8,964	(141,296)	152,926	6,936	(145,990)	(4,694)
	65071 CHILDREN FIRST	736	0	(736)	0	0	0	736
	65073 FSET	6,483	0	(6,483)	8,459	0	(8,459)	(1,976)
	65100 CLIENT ASSISTANCE	5,550	0	(5,550)	16,500	0	(16,500)	(10,950)
<b>Total</b>	<b>Economic Support Division</b>	<b>1,675,755</b>	<b>2,220,688</b>	<b>544,933</b>	<b>1,693,997</b>	<b>2,202,255</b>	<b>508,258</b>	<b>(36,675)</b>
<b>Aging Division &amp; ADRC</b>								
	65012 ALZHEIMERS FAM SUPP	14,681	14,681	0	26,465	26,465	0	0
	65046 ADRC - DBS	0	241,450	241,450	0	230,753	230,753	(10,698)
	65048 AGING/DISABIL RESOURCE	1,274,441	958,063	(316,378)	1,240,486	988,221	(252,265)	64,113
	65075 GUARDIANSHIP PROGRAM	0	26,040	26,040	0	25,000	25,000	(1,040)
	65076 STATE BENEFIT SERVICES	46,694	110,220	63,526	46,694	109,874	63,180	(346)
	65078 NSIP	23,409	38,460	15,051	23,409	23,409	0	(15,051)
	65151 TRANSPORTATION	335,487	529,585	194,099	341,153	518,907	177,754	(16,345)
	65152 IN-HOME SERVICE III-D	0	0	0	3,150	3,500	350	350
	65154 SITE MEALS	128,479	153,942	25,463	98,654	141,793	43,139	17,677
	65155 DELIVERED MEALS	249,164	382,806	133,641	317,008	410,267	93,259	(40,382)
	65157 SENIOR COMMUNITY SERVICES	7,986	0	(7,986)	7,986	7,986	0	7,986
	65159 III-B SUPPORTIVE SERVICE	94,833	118,316	23,483	77,636	94,067	16,431	(7,052)
	65163 TITLE III-E (FAMLY CAREGIVER SUPPORT)	38,012	50,682	12,671	40,868	54,500	13,632	961
	65195 VEHICLE ESCROW ACCOUNT	0	14,452	14,452	66,481	97,553	31,072	16,620
	63010 MOBILITY MANAGER	70,322	103,797	33,475	85,005	135,964	50,959	17,483
	66000 DONATIONS	-	-	0	2,985	0	(2,985)	(2,985)
<b>Total</b>	<b>Aging &amp; ADRC Center</b>	<b>2,283,507</b>	<b>2,742,493</b>	<b>458,986</b>	<b>2,377,980</b>	<b>2,868,260</b>	<b>490,280</b>	<b>31,293</b>

# JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program Projection Based on FEBRUARY 2024 Revenue & Expenditures Financial Statement

Summary Sheet

() Unfavorable

Program	Annual Projection			Budget			Variance
	Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	
<b>Administrative Services Division</b>							
65187 UNFUNDED SERVICES	0	46,724	46,724	10,358	40,200	29,842	(16,882)
63101 COUNTY OWNED HOUSING	9,060	16,236	7,176	10,000	40,330	30,330	23,154
65190 MANAGEMENT	0	0	0	0	0	0	0
65200 OVERHEAD AND TAX LEVY	10,119,825	2,742	(10,117,084)	10,123,816	7,244	(10,116,572)	511
65210 CAPITAL OUTLAY	0	378,800	378,800	0	366,085	366,085	(12,715)
Balance Sheet Non Lapsing Funds	1,179,004	0	(1,179,004)	1,179,004	0	(1,179,004)	0
<b>Total Administrative Services Division</b>	<b>11,307,889</b>	<b>444,501</b>	<b>(10,863,388)</b>	<b>11,323,178</b>	<b>453,859</b>	<b>(10,869,320)</b>	<b>(5,932)</b>
<b>Human Services Reserve Fund</b>							
63001 Operating Reserve	0	0	0	0	650,000	650,000	650,000
<b>Reserve Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>650,000</b>	<b>650,000</b>	<b>650,000</b>
<b>GRAND Total</b>	<b>39,939,569</b>	<b>39,099,008</b>	<b>(840,562)</b>	<b>41,740,708</b>	<b>41,740,708</b>	<b>0</b>	<b>840,562</b>

Note: Variance includes Non-Lapsing from Balance Sheet

Children - Alternate Care Costs

Type of Placement	# of Children	# of Days	Cost	Cost per Day	Cost Per Child
<b>January-24</b>					
Foster Care	35	1,024	\$45,874	\$45	\$1,311
Group Home	1	31	\$16,446	\$531	\$16,446
Kinship Care	40	1,294	\$15,218	\$12	\$380
Subsidized Guardianship	14	463	\$7,155	\$15	\$511
RCC's	0	62	\$0	\$0	\$0
RCC's - Out of State	0	0	\$0	\$0	\$0
<b>Total January 2024</b>	<b>90</b>	<b>2874</b>	<b>\$ 84,692</b>	<b>\$29</b>	<b>\$941</b>
		<b>2024 YTD Avg. per Month</b>	<b>\$84,692</b>		
		<b>2023 YTD Avg. per Month (thru January 2023)</b>	<b>\$105,649</b>		
<b>February-24</b>					
Foster Care	41	1,064	\$47,392	\$45	\$1,156
Group Home	1	29	\$15,478	\$534	\$15,478
Kinship Care	39	1,090	\$14,095	\$13	\$361
Subsidized Guardianship	13	377	\$6,708	\$18	\$516
RCC's	0	0	\$0	\$0	\$0
RCC's - Out of State	0	0	\$0	\$0	\$0
<b>Total February 2024</b>	<b>94</b>	<b>2560</b>	<b>\$83,672</b>	<b>\$33</b>	<b>\$890</b>
		<b>2023 YTD Avg. per Month</b>	<b>\$84,182</b>		
		<b>2023 YTD Avg. per Month (thru February 2023)</b>	<b>\$101,078</b>		
		<b>Projected 2024 Cost</b>	<b>\$1,010,187</b>		
		<b>2024 Budget</b>	<b>\$1,030,000</b>		
		(includes kinship not detention/shelter)			

**Detox/AODA CBRF  
Jefferson County - HSD**

<b>Detox Facility</b>	<b>Clients *</b>	<b>Comments</b>	<b>Billed YTD **</b>	<b>Days **</b>
Tellurian Community	2	February 2024	\$1,364	2
Dane County Care Center	0	February 2024	\$0	0
Denoon	1	February 2024	\$817	35
Oxford House	1	February 2024	\$500	14
Mahala's Hope	1	February 2024	\$2,292	22
Lutheran Social Services	1	February 2024	\$1,686	30
Catholic Charities	0	February 2024	\$0	0
Friends of Women	0	February 2024	\$0	0
Pathways	1	February 2024	\$4,350	60
Mooring House	0	February 2024	\$0	0
WisHope	1	February 2024	\$1,464	60
Blandine House	1	February 2024	\$1,210	22
<b>All - February 2024</b>	<b>9</b>	<b>2024 total through February</b>	<b>\$13,683</b>	<b>245</b>
<b>All - February 2023</b>	<b>12</b>	<b>2023 total through February</b>	<b>\$42,812</b>	<b>219</b>

\* Count is based on Unduplicated Clients.

\*\* Count is based on bills paid to-date with a service date in Comments column.

**Costs by Month**

<b>Month</b>	<b>Detox</b>	<b>AODA</b>
January	\$0	\$4,380
February	\$1,364	\$7,938
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		



**KINDNESS AND CARING IN ACTION AWARD**

**NOMINATION FORM**

Thank you for taking the time to recognize a Jefferson County Human Services employee who has gone above and beyond to show kindness, caring and compassion to the people of Jefferson County.

Nominations are accepted year-round, and nominations received after **APRIL 1, 2024**, will be considered next year, so the Human Services Board has time to fully consider nominations.

If you need more space, please feel free to attach a separate piece of paper.

**ABOUT YOU (THE NOMINATOR)**

Name\* Erica Lowrey Date\* 3/25/2024

Email\* erical@jeffersoncountywi.gov Phone\* 920-674-8170

**ABOUT THE PERSON YOU ARE NOMINATING (THE NOMINEE)**

Name\* Jenny Witt

Email\* jenniferw@jeffersoncountywi.gov

Phone\* 920-674- 8122

**The ideal nomination tells a story, i.e., a specific problem or event and how the nominee transformed the situation). We are not looking for information about how amazing the nominee is as a human (they are!). The goal is to inspire others and to recognize the person’s individual story.**

**How did the Nominee improve the situation or address the need? We are especially interested in hearing about ways that the Nominee is finding a kind, caring, or compassionate response to a problem, when it may have been easier to give up.**

**What was the outcome of the Nominee’s work? How does this situation look now? Is this work ongoing? Has the Nominee’s work inspired more change in this area?**

Jenny has a 7-year-old boy on her case load who has extreme trauma and behaviors related to his trauma. He is also diagnosed with Autism, ADHD, Encephalomalacia, attributed to stroke in-utero, Global Developmental Delay, Seizure Disorder, Speech delay, Behavioral challenges with aggression. Jenny spent an entire weekend on the phone and talking and fighting for the young person to get help and after many hours on her weekend and countless phone calls and exasperation this child was admitted to Roger Behavioral Health Hospital on 3/4/24 and discharged on 3/12/24 with the following diagnosis: Disruptive Mood Dysregulation Disorder, ADHD Combined Type, Developmental Delay, unspecified Trauma - and Stressor -related Disorder, Focal Seizures. He returned to his foster home, with continued concerns, though less disruptive than when he went into the hospital. Jenny, as part of her annual review goals, decided that after all she had to go through to get this child services she wanted to “work with the MH team to put together a how to/ informational resource for MH hospitals that work with children and adults, including the paperwork for a voluntary hospitalization. This will be measured through the reference guide completed.”

On 3/23, a Saturday, I was on- call and received a call from Jenny’s cell phone. When I answered she

stated that she was at the ER with this child, who had an extremely unsafe and mental health incident at the respite foster home and they would not let him return for fear of their own and his safety. Jenny started receiving communication from the respite provider around 9 am with updates from incidents that occurred overnight. At around 4pm Jenny went and met the PD, and the after- hours crisis worker, Rebecca, at the ER to assist with the situation as she can help calm this little boy, which she did. Over the course of the next 3 hours Jenny was willing and able to call his mother, provide information to the potential hospitals for voluntary admission, provide information to the ER, and PD, as well as coordinate services for him while there, which would have taken Rebecca a significant amount of time and effort leaving her unable to assist in other crisis. Jenny did this of her own volition and dedication to the care and best outcome to this child. When Rebecca followed up with this writer on another matter and provided additional updates on this situation she stated "I don't know what I would have done, we are lucky to have Jenny." And I couldn't agree more! Jenny is willing to jump in at the spur of the moment on a weekend to assist and has set her work goals around making systems changes around how to help the youth and families we serve.

**REFERENCES, I.E. NOMINATION SUPPORTER** We ask that you provide at least one reference to support the story you told above. That is someone else with knowledge or information about the impactful thing that the nominee did to inspire this nomination. There's space to provide additional references if you wish.

#1 (required)

Name\* Rebecca Gregg

Email\* rebeccag@jeffersoncountywi.gov Phone\*

920- 674-8178

## KINDNESS AND CARING IN ACTION AWARD

### NOMINATION FORM

Thank you for taking the time to recognize a Jefferson County Human Services employee who has gone above and beyond to show kindness, caring and compassion to the people of Jefferson County.

Nominations are accepted year-round, and nominations received after **APRIL 1, 2024**, will be considered next year, so the Human Services Board has time to fully consider nominations.

If you need more space, please feel free to attach a separate piece of paper.

#### **ABOUT YOU (THE NOMINATOR)**

Name\* \_\_ Kelly Witucki \_\_\_\_\_ Date\* \_\_ 3/15/24 \_\_\_\_\_

Email\* \_\_ KellyW@jeffersoncountywi.gov \_\_\_\_\_ Phone\* 920-674-8110

#### **ABOUT THE PERSON YOU ARE NOMINATING (THE NOMINEE)**

Name\* \_\_ Jon Carrizales \_\_\_\_\_

Email\* \_\_ JCarrizales@jeffersoncountywi.gov \_\_\_\_\_ Phone\* \_\_ 920-674-8193 \_\_\_\_\_

**The ideal nomination tells a story, i.e., a specific problem or event and how the nominee transformed the situation). We are not looking for information about how amazing the nominee is as a human (they are!). The goal is to inspire others and to recognize the person's individual story.**

**How did the Nominee improve the situation or address the need? We are especially interested in hearing about ways that the Nominee is finding a kind, caring, or compassionate response to a problem, when it may have been easier to give up.**

**What was the outcome of the Nominee's work? How does this situation look now? Is this work ongoing? Has the Nominee's work inspired more change in this area?**

I am pleased to nominate Jon Carrizales for the Kindness and Caring award. I am confident that many staff would agree that he is very deserving of this award. Jon is bilingual and since his very FIRST day on the job, he has always been willing and eager to help out with interpreting whenever asked! Almost on a daily basis he is being asked by one of the teams here at the agency to help with interpreting. On top of helping out with interpreting Jon is always willing to step up and help his teammates. If we are short on staff, Jon is always willing to step up and offer to help out at the front desk or even stay until close if it is needed. Jon is one of the friendliest people and always arrives with a smile on his face and a happy greeting for his co-workers. Despite the overwhelming amount of work that everyone has to do, Jon consistently finds ways to help his co-workers.

It is with great pleasure that I respectfully submit this nomination for Jon to be recognized for the Kindness and Caring Award.

**REFERENCES, I.E. NOMINATION SUPPORTER** We ask that you provide at least one reference to support the story you told above. That is someone else with knowledge or information about the impactful thing that the nominee did to inspire this nomination. There's space to provide additional references if you wish.

#1 (required)

Name\* Anna Schultz

Email\* DSchultz@jeffersoncountywi.gov Phone\* 920-674-2028

#2

Ashley Timmerman

[AshleyT@jeffersoncountywi.gov](mailto:AshleyT@jeffersoncountywi.gov) 920-674-8173

#3

Mary Bonaccorsi

[MBonaccorsi@jeffersoncountywi.gov](mailto:MBonaccorsi@jeffersoncountywi.gov) 920-674-7243

## KINDNESS AND CARING IN ACTION AWARD

### NOMINATION FORM

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If you need more space, please feel free to attach a separate piece of paper.

#### **ABOUT YOU (THE NOMINATOR)**

Name\* Anna Schultz      Date\* 3/19/2024

Email\* [ASchultz@jeffersoncountywi.gov](mailto:ASchultz@jeffersoncountywi.gov)      Phone\* 920-605-2028

#### **ABOUT THE PERSON YOU ARE NOMINATING (THE NOMINEE)**

Name\* Jonathan Carrizales

Email\* [JCarrizales@jeffersoncountywi.gov](mailto:JCarrizales@jeffersoncountywi.gov)      Phone\* 920-674-8193

**The ideal nomination tells a story, i.e., a specific problem or event and how the nominee transformed the situation). We are not looking for information about how amazing the nominee is as a human (they are!). The goal is to inspire others and to recognize the person's individual story.**

**How did the Nominee improve the situation or address the need? We are especially interested in hearing about ways that the Nominee is finding a kind, caring, or compassionate response to a problem, when it may have been easier to give up.**

**What was the outcome of the Nominee's work? How does this situation look now? Is this work ongoing? Has the Nominee's work inspired more change in this area?**

There is truly no one more deserving for the Kindness and Caring in Action Award more than Jon. Jon is someone who truly come into work each day with that exact attitude not only towards his peers but the clients that we work with.

Jon is always willing to step in when we need help with interpreting anywhere within the agency. One specific time that stands out the most was we had a Spanish speaking mom call in who was extremely concerned about her son. Her son had a plan to harm himself and she was extreme despair. Jon immediately dropped the work he was doing and was able to jump in and help EMH. With Jon's help we were able to get the boy in to get assessed with EMH, in which Jon helped with as well. Jon was with mom and son from the start of the initial call all the way to the end where both the mom felt the boy felt comfortable with the situation. Before the boy and his mom left, and the boy is now a current client and Jon continually helps with interpreting with his mom as she is very comfortable talking with Jon. When Jon is pulled from his current job to help interpret, he always very intentional and is fully present when helping anyone. It really showed in this situation to see the mom coming in at first very emotional and

upset to when they were leaving, she felt very comfortable and definitely knew that she was in the right place to get her son the help that he needs.

This is just one moment of Jon showing kindness and caring in action. Jon has been pulled into almost every department within human services to help interpret or help in some other way. And no matter what Jon is working on he is always willing to put clients first and help when needed. In addition, Jon is always willing stay late when we are short staff, help with other team members jobs when work is piling up, and a very overall a very hard worker. Thank you, Jon, for all that you do!

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#1 (required)

Name\* Bridget Schwantes

Email\* [BridgetS@jeffersoncountywi.gov](mailto:BridgetS@jeffersoncountywi.gov) Phone\* 920-674-8197

**KINDNESS AND CARING IN ACTION AWARD**

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**ABOUT YOU (THE NOMINATOR)**

Name\* Jennifer Rhodes Date\* 3/28/24  
Email\* Jenniferr@jeffersoncountywi.gov Phone\* 920-674-8178

**ABOUT THE PERSON YOU ARE NOMINATING (THE NOMINEE)**

Name\* Kelly Luecke  
Email\* KellyL@jeffersoncountywi.gov Phone\* 920-728-6026

The ideal nomination tells a story, i.e., a specific problem or event and how the nominee transformed the situation). We are not looking for information about how amazing the nominee is as a human (they are!). The goal is to inspire others and to recognize the person's individual story.

How did the Nominee improve the situation or address the need? We are especially interested in hearing about ways that the Nominee is finding a kind, caring, or compassionate response to a problem, when it may have been easier to give up.

What was the outcome of the Nominee's work? How does this situation look now? Is this work ongoing? Has the Nominee's work inspired more change in this area?

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#1 (required)

Name\* Megan Weinschenk  
Email\* meganw@jeffersoncountywi.gov Phone\* (920)674-8196

Kelly is an amazing co-worker. She was hired to be "Crisis Response" embedded at the Watertown PD. Since then, she has developed the position into a "Community Response." She has done so much for the people of Watertown since starting at the police department. I cannot pick just one thing she has done. She has done so many things to help people. Here is a small list of the highlights.

When Watertown experienced a terrible loss of 3 teenagers in a house fire in December of 2022, Kelly assisted and supported the family. She helped with organizing donations, delivered to the family, offered support, and aligned them up with services for grief counseling. She went out of her way to help the remaining family members with financial assistance with the funerals. This was a huge loss for the community and because of Kelly's hard work and dedication to the family and the community, the family was able to get housing and counseling to start with the healing process.

Kelly was able to help a mother with a small boy who had been going from shelter to shelter obtain housing as well as entirely furnished the apartment by advocating and seeking donations. Kelly arranged transportation of the furniture on her own time and helped move things to Waterloo for this family. She sought out friends and co-workers and gave this woman everything she needed to start a fresh life in her own place for her and her young son.

Kelly worked for months to assist an elderly gentleman who was turned away from the ADRC for additional services by lining him up with My Choice. They reevaluated him and deemed him appropriate for LTC. She helped him obtain Foodshare and took him shopping to teach him how to use his card. When his room was infested with bedbugs, Kelly got the city involved as the landlord was not willing to properly address the bug issues. Kelly supplied him with clothing and food from various pantries while he waited for additional help. By lining him up with My Choice he was able to get medical issues taken care of and be accepted for placement. This man stays in contact with Kelly and is so appreciative of everything she did to change his living situation from terrible to safe!!

Kelly assisted an elderly female from the same building as the gentleman mentioned above, whose room was also infested with bed bugs. The landlord threw out all her belongings leaving her without a bed, clothing, or a refrigerator. Kelly was able to replace all the items thrown out by her landlord.

Kelly had contact with multiple individuals who relayed that when they spoke with healthcare providers about mental health, they were never told that JCHS had therapy services. Kelly spent time to draft letters and send out pamphlets and information to all areas medical clinics so that they were aware of our services and able to provide JCHS as another option to residents looking for MH services

Kelly has formed supportive relationships with multiple families that she was sent on "After Hours CPS home visits" who now will reach out to Kelly when they are struggling or need support and she is able to deescalate situations and provide support and resources to help them.

Kelly has assisted and advocated for families who are looking for housing or rental assistance. Kelly offers to help them with application process if they are having difficulty with this, she sends out a list of rentals in the area twice monthly and have also advocated for consumers directly to potential landlords to help secure housing.

She helped several families with last minute school clothing and supplies for Watertown residents and ensured the children had everything needed for the first day of school. This starts a child's school year off on a positive step and gives children the confidence to succeed!

Kelly helped families who missed deadlines to sign up for Christmas assistance. She helped with obtaining gifts for their children, by advocating and asking community members for help. She was able to help multiple families obtain gifts for their children in time for Christmas. Any leftovers were donated to Christmas Helpers in Jefferson. She also helped parents that did not have reliable transportation by helping outside of her work hours to pick up gifts that had been donated to ensure their children had gifts in time for Christmas.

Kelly has developed a makeshift pantry in her office to address any needs that may come up during work hours. She has a variety of clothes, winter coats, snow gear, shoes, hygiene products, laundry detergent, blankets, toys, food items etc. This has helped many individuals who are homeless or struggling find something warm, or an outfit for a potential interview. Kelly has developed strong relationship with community member who now show weekly up to donate to the pantry.

Kelly is part of the Diversity committee, attended Pride in the park to help make individuals aware of our Safe Space meetings. Kelly continues to advocate for the Hispanic population in Watertown, so they have easy access for Spanish speaking individuals to our programs and literature to be available in Spanish.

Because Watertown is partially in Jefferson County and partially in Dodge County, people will present to the police department who may not be from Jefferson County. Kelly keeps resources available for Dodge County and have a working relationship with Dodge County Crisis, so that the process is as easy as possible for all Watertown residents.

Kelly has multiple regulars who will call or present in person for support. She has provided hundreds of hours to provide support and assisting to help them through their crisis. Some of these long-term supportive relationships were formed after one contact for a brief assessment at the hospital or a co-response with police. In turn, people have referred friends to Kelly for support due to positive experiences they had with her.

Kelly has provided last minute transport, on multiple occasions, to appointments, when medical transport didn't show up.

Kelly has met with Watertown community members, city officials and discussed the reality of the issues at hand in our area, such as homelessness, food shortage, lack of LGBTQ support and resources for non-English speaking persons in the community. She has provided much needed insight into what she has found to be lacking when it comes to resources available in the community.

Kelly makes herself available to meet with and offer support to officers who approach her with work/life stress. She has built strong relationship with the officers she works with, and they trust her to be a support when they need it.

Kelly has referred and advocated for teens who are beginning to head down a negative path with frequent law enforcement contacts. She has helped them get into diversion programs that can offer help and support instead of continuing the label as "a bad kid."

Kelly Speak yearly at the Citizens police training and CIT to help make people aware of importance of providing mental health services and decriminalizing those with mental health diagnosis who are in crisis.

As you can see, Kelly provides so much "Kindness and Caring" to the community that I could not pick just one single event to tell you about. Also, I could have gotten a list of nomination supporters as references because everyone I talked to about nominating Kelly said the same thing, "She really deserves that!"

Please consider Kelly for this award because she is changing lives in ways that go far beyond what I can tell you about!!

Jennifer Rhodes MS  
After Hours Crisis  
Jefferson County

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#### **ABOUT YOU (THE NOMINATOR)**

Name\* Sean Arient, MSW                      Date 03/28/2024

Email\* [SeanA@jeffersoncountywi.gov](mailto:SeanA@jeffersoncountywi.gov)                      Phone\* 920-723-4600

#### **ABOUT THE PERSON YOU ARE NOMINATING (THE NOMINEE)**

Name\* Kenny Strege

Email\* [KennyS@Jeffersoncountywi.gov](mailto:KennyS@Jeffersoncountywi.gov)                      Phone\*

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Kenny and I share a consumer that has been homeless for several years with no real permanent address. This consumer is often challenging to work with due to his outbursts and struggling with trusting others including with his natural supports and MCO. Luckily, I am fortunate enough to work with Kenny Strege who has always found a way to assist and advocate for this consumer, so he is able to be provided with temporary lodging, food assistance and insurance until he is able to find a permanent placement and is able to become more stabilized. Kenny has assisted myself and others (but especially myself) with advocating for Sean's continued needs within the community. This has included housing at multiple local area motels, assisting Sean to become enrolled in managed care organizations and discussing the process he will be able to receive through this, so he is able to ultimately have better life for himself.

Unfortunately, Sean has a history of Substance Use and many other mental health diagnoses, and Kenny has continued to provide Sean with peer support services in addition to connecting him with multiple are resources. Kenny has been able to navigate all the challenges to build a strong rapport with Sean and continue to assist him despite the challenges he may face. Kenny continues to work and advocate for Sean to have the best life for himself and directly supports Sean in connecting with his MCO, finding resources, and supporting housing until Sean has a permanent address to call his own. With Kenny's support, Sean has greatly benefited and will continue to benefit from having such a caring individual on his team who only wants the best for him. Not only does Kenny provide all this but provides a source of support for everyone on the team. He is a kind and caring individual who is more then deserving of this nomination.

Thank you,  
Sean Arient, MSW

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#1 (required)

Name\* Lori Brummond

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Name\* Brittany Long

Email\* [BrittanyL@jeffersoncountywi.gov](mailto:BrittanyL@jeffersoncountywi.gov) Phone\* 920-728-5742