



Sawyer County

Agenda

Health and Human Services Board Meeting

Tuesday, June 11, 2024 @ 6:30 PM

Sawyer County Board Room

Revised: Tuesday, June 11, 2024 12:58 PM

Page

1. CALL TO ORDER

- a. To view or participate in the **virtual meeting** from a computer, iPad, Android device, click on this link to join the webinar: <https://zoom.us/j/92309461969>. You can also use the dial in at: **1-312-626-6799** Webinar ID: 923 0946 1969. Use *9 to Raise/lower hand and *6 to Unmute/mute. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. This meeting will be recorded and will be available on our website at: <https://sawyercountygov.org>. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial *9 and wait to be recognized.

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

5. MEETING AGENDA

6. PUBLIC COMMENTS

- a. At this time, members of the public will be given the opportunity to address the Board. Please adhere to the following when addressing the Board:
 - Comments will be limited to 3 minutes or less per individual.
 - Comments should be directed to the Board as a whole and not directed to individual Board members.
 - The Board cannot respond to your comments during this time.
 - Please sign in and fill out a public comment sheet if you wish to speak on an item.

7. PUBLIC HEARING ON TOURIST ROOMING HOUSE ORDINANCE

- 5 - 17 a. [1\) TRH - NOTICE OF PUBLIC HEARING](#)
 [2\) TRH Draft Ordinance 04 09 24](#)

8. CONSIDER APPROVAL OF MINUTES FROM PREVIOUS MEETING

- 18 - 19 a. [5.7.24 HHS Minutes DRAFT](#)

9. PUBLIC HEALTH

- 20 - 21 a. Public Health Report
 [Public Health Report](#)
- 22 - 47 b. Consideration and Possible Motion - Tourist Rooming House Ordinance
 (discussion and possible action)
 [1\) TRH Draft Ordinance](#)
 [2\) Implementation of Ordinances](#)
 [3\) TRH Renting Out Your Property Guidance \(New\)](#)

10. COMMITTEE REPORTS

- a. LCO Liaison
- 48 b. Senior Resource Center
 [June 2024 Report to HHS](#)

11. ADMINISTRATION

- 49 - 50 a. Services List
 [SCHHS Services Revised 06.06.22](#)
- b. Admin Update
- 51 - 53 c. Citation Authority Resolution - Ordinance Amendment (discussion and
 possible action)
 [1\) PHO Citation Authority Ordinance Amendment 140795](#)
 [2\) PHO Citation Authority Ordinance Amendment 140773](#)

12. ADULT LONG TERM CARE

- 54 - 61 a. ALTC Verbal Update
 [2024-04 ALTC Unit Report for HHS Board Binder.docx](#)

13. BEHAVIORAL HEALTH

- 62 a. Behavioral Health Report
 [Behavioral Health Update](#)
- 63 b. Mental Health Cost by Client Report
 [Mental Health Expense Report](#)

14. CHILD PROTECTIVE SERVICES AND YOUTH JUSTICE

- 64 a. CPS & Out-of-Home Care Update
[Child Protective Services Report](#)
- b. Youth Justice Glossary of Terms
- 65 c. Youth Justice Update
[Youth Justice Report](#)
- 66 - 68 d. Children in Care Expense Report
[Children in Care Expense Report](#)

15. ECONOMIC SUPPORT

- 69 a. [Economic Support Report](#)

16. FISCAL

- 70 - 72 a. Budget Performance Report Report Roll Up
[Budget Performance Report Roll Up](#)
- 73 - 85 b. Budget Performance Report by Service Line
[Budget Performance Report by Service Line](#)
- 86 c. Purchased Services Recap
[Purchased Services Recap](#)
- 87 d. Revenue Recap
[Revenue Recap](#)

17. OUTSIDE COMMITTEE UPDATES

18. FUTURE AGENDA ITEMS

19. CORRESPONDENCE, REPORTS FROM CONFERENCES AND MEETINGS

20. ADJOURNMENT

DISCLAIMER:

A quorum of the County Board of Supervisors or of any of its committees may be present at this meeting to listen and observe. Neither the Board nor any of the committees have established attendance at this meeting as an official function of the Board or committee(s) or otherwise made a determination that attendance at the meeting is necessary to carry out the Board or committee's function. The only purpose for other supervisors attending the meeting is to listen to the information presented. Neither the Board nor any committee (other than the committee providing this notice

and agenda) will take any official action with respect to this noticed meeting.

Copy sent via email to: County Clerk and News Media. Note: Any person wishing to attend whom, because of a disability, requires accommodation should call the Sawyer County Clerk's office (715.634.4866) at least 24 hours before the scheduled meeting so appropriate arrangements can be made.

Mission Statement: The Sawyer County Board of Supervisors will strive to provide excellent services and responsible leadership to protect and enhance Sawyer County citizens, businesses, and resources, while preserving our unique heritage.

**NOTICE OF PUBLIC HEARING
IN THE MATTER – TOURIST ROOMING HOUSE ORDINANCE**

Sawyer County Courthouse Board Room

Hayward, Wisconsin

Notice is hereby given that the County of Sawyer will hold a public hearing at 6:30pm on June 11, 2024, in the Sawyer County Courthouse - Board Room, 10610 Main St., Hayward, WI 54843, before the Sawyer County Health & Human Services Board.

To view or participate in the Public Hearing virtually- from a computer, iPad, Android device, click on this link to join the webinar: <https://zoom.us/j/92309461969>. You can also use the dial in at: 1-312-626-6799 Webinar ID: 923 0946 1969. Use *9 to Raise/lower hand and *6 to Unmute/mute. If additional assistance is needed please contact the County Clerk's Office at 715-634-4866 prior to the meeting. This meeting will be recorded and will be available on our website at: <https://sawyercountygov.org>. If you are on a computer, click the "Raise Hand" button and wait to be recognized. If you are on a telephone, dial *9 and wait to be recognized.

All interested persons are invited to attend and provide public comment on and present their views on the need for the proposed Tourist Rooming House ordinance.

The proposed Tourist Rooming House ordinance can be reviewed at [Tourist Rooming House Committee | Sawyer County, WI \(sawyercountygov.org\)](#) ~~(web address)~~ or by viewing at the Sawyer County Clerk's office during regular business hours, 10610 Main St., Hayward, WI.

Parking for people with disabilities and an accessible entrance are available on Main St. and through the Main Street entrance to the building. Please call the Sawyer County Clerk at (715) 634-4866, three days in advance of the hearing to make specific accessibility requests.

Authority
Kay Wilson, Chair, Health & Human Services Board

Published in the: Sawyer County Record
Date: May 29, 2024 and June 5, 2024

SAWYER COUNTY CODE OF ORDINANCES
CHAPTER 14 - HEALTH AND HUMAN SERVICES
ARTICLE IV- TOURIST ROOMING HOUSES AND SHORT-TERM RENTALS

AUTHORITY. This Chapter 14, Article IV – Tourist Rooming Houses and Short-Term Rentals, is adopted pursuant to the authority granted by Chapters 59, 66, 251 and 254 of the Wisconsin Statutes and shall be administered by the Sawyer County Department of Health and Human Services.

COMPLIANCE WITH STATE AND OTHER APPLICABLE LAW. This Article IV is subject to all provisions set forth in the Wisconsin Statutes and other applicable law, as each may amended. Nothing in this Article IV is intended to, and shall not be construed to, amend or otherwise modify the Sawyer County Health Officer's rights, obligations and authority set forth in the Wisconsin Statutes and other applicable law, as each may be amended.

PURPOSE AND INTENT. The purpose of this Article IV shall be to protect the health, safety, and welfare of persons and property in Sawyer County by setting forth clear standards under which a Dwelling may be used as a Tourist Rooming House or Short-Term Rental (as each are defined below). Additional purposes and intent of this Article IV are:

1. Establish minimum standards of space for human occupancy;
2. Establish minimum standards of maintenance and use of property for short term rentals and tourist rooming houses;
3. Establish responsibilities of owners, operators, and owner's agents that offer properties for short term rent to tourists or other users;
4. Protect the character and stability of persons and property in the areas surrounding properties being offered as short-term rentals or tourist rooming houses;
5. Ensure that short term rentals and tourist rooming houses do not become a nuisance or threaten the public health, safety or welfare of neighboring properties or property owners and users; and
6. Provide for the administration and enforcement of this Article IV and to provide penalties for its violation.

14-4-1. DEFINITIONS

- A. *Bedroom* means a term found in SPS 382 and 383, used to calculate residential estimated wastewater flow for POWTS. Number of bedrooms is based on two persons per bedroom, unless otherwise approved by DSPS.
- B. *Call for Service* means a call made or forwarded to the Sawyer County Sheriff or other law enforcement body with jurisdiction over the TRH Property.
- C. *County* means Sawyer County, Wisconsin.
- D. *County Health Department* means the Public Health Unit of the County Health and Human Services Department.
- E. *County Health Officer* means the County Public Health Supervisor/Officer, or the Supervisor/Officer's authorized agent or designee. When used in this Article IV, "County Health Officer" includes any duly appointed County Health Officer Designee.
- F. *County Health Officer Designee* means a subordinate personnel appointed by the County Health Officer to investigate and supervise the sanitary conditions within the jurisdiction of the Health Department.
- G. *Dwelling* means a building designed or used exclusively as the living quarters for one or more families, including manufactured homes which meet the dimensional requirements as originally designed.
- H. *License* or *TRH License* means the granting of permission in a written/certificate form from the County Health Officer to operate a Tourist Rooming House on the TRH Property, and carry on the activities permitted by this Article IV.
- I. *Licensee* means the Person to whom a TRH License is issued pursuant to this Article IV.
- J. *Lodging Marketplace* means an entity that provides a platform through which an unaffiliated third party offers to rent a Tourist Rooming House to an occupant and collects the consideration for the rental from the occupant.
- K. *Occupant* means an individual using any portion of a TRH property as a tenant or guest for overnight stays.
- L. *Operating* means the offering, operating, advertisement or rental of a TRH Property or any part thereof.
- M. *Owner* means the Person or Persons holding title to the real and personal property that makes up the TRH Property.
- N. *Owner's Agent* means the Person appointed by the Owner of a Tourist Rooming House to act as agent on behalf of the Owner.

- O. *Person* means an individual, a natural person, firm, partnership, association, company, corporation, organization, municipality, County, town, or State agency, whether tenant, owner, lessee or licensee, or the agent, receiver, heir, or assignee, or of any of these or any other group acting as a unit. Whenever the word Person is used in any section of this Article IV prescribing a penalty or forfeiture, as to partnerships or associations, the word shall include the partners or members thereof, and as to corporations, shall include the shareholders thereof.
- P. *Renter* means any Person that rents or uses any portion of a TRH Property.
- Q. *POWTS* means a private on-site wastewater treatment system.
- R. *Sale* means transfer of title by the Owner or transfer of controlling interest in an entity holding title to TRH Property.
- S. *Sanitary Permit* means a permit of record, approved by the County Zoning Department as issuing agent for the Wisconsin Department of Safety and Professional Services indicating wastewater performance capabilities of existing POWTS.
- T. *Secondary Habitable Structure* means a structure that features habitable conditions on the same parcel of land as primary structure.
- U. *Short Term Rental* means a residential dwelling that is offered for rent or fee for fewer than thirty (30) consecutive days.
- V. *Tourist Rooming House* means all lodging places and tourist cabins and cottages, including Short Term Rentals, other than hotels and motels, in which sleeping accommodations are offered for pay to tourists or transients. It does not include private boarding or rooming houses not accommodating tourists or transients, or bed and breakfast establishments regulated under Wis. Admin. Code Ch. ATPC 73.
- W. *Tourist Rooming House Property* or *TRH Property* means the real property on which the Tourist Rooming House sits or is located, any real property that a Renter may use as part of the rental of the Tourist Rooming House, and any personal property that is used in the operation or use of the Tourist Rooming House. TRH Property does not need to be contiguous or adjacent.

14-4-2. TOURIST ROOMING HOUSE LICENSE REQUIRED

No Person or entity shall advertise, rent or Operate a Short Term Rental or Tourist Rooming House in the County unless a TRH License has been issued by the County pursuant to this Article IV. An Owner, Licensee or other Person Operating the Tourist Rooming House shall be responsible for all requirements of this Article IV. Application for a TRH License

shall be in a form prescribed by the County Public County Health Officer and be consistent with this Article IV.

14-4-3. APPLICATION FOR TRH LICENSE

A. Application Forms.

1. Application for a TRH License shall be made in writing to the County Health Department on forms developed and provided by the County Health Department.
2. The Applicant shall comply with any requirements for application and approval required by the County Zoning and Conservation Department.

B. Required Information. The applicant shall provide all of the following with the application for TRH License:

1. Name of party submitting the application, and name of the Person intending to hold the TRH License (if different than the applicant).
2. Name of the Owner(s). If Owner is an entity, proof of the entity's ability to conduct business in the State of Wisconsin.
3. Address of TRH Property and tax ID number.
4. A copy of the State of Wisconsin Department of Agriculture, Trade and Consumer Protection License for a Tourist Rooming House issued pursuant to Wis. Stat. § 97.605.
5. The Wisconsin Department of Revenue Sales Tax Number.
6. Requested maximum occupancy
7. Copy of Sanitary Permit (if applicable) or other proof of sufficient sanitary capabilities.
8. Detailed site plan of the TRH Property, including lot lines and property map, available onsite parking, garbage receptacle locations, and any other information reasonably requested by the County Health Officer.
9. Designation of the Owner's Agent and contact information for the Owner's Agent, or a statement that the Owner meets the requirements of an Owner's Agent pursuant to [REDACTED] herein and agrees to perform the obligations of an Owner's Agent for the TRH Property.
10. Any other information the County Health Department deems necessary in order to make an informed determination of the application.
11. Applications for renewal TRH Licenses are not required to include the

documentation for items listed in subparagraphs _____ unless the information on the renewal application has changed.

14-4-4. DECISION ON APPLICATION

- A. *Decision Time.* The County Health Officer shall either approve or deny the application within 30 days after the receipt of a complete application. The County Health Officer and applicant may mutually agree to an additional 30-day review period if circumstances require a longer review period.

Issuance. A TRH License may be issued only after compliance with the requirements of this Article IV, compliance with Sec. 14-3 of the County Ordinances, and compliance with all other applicable laws, including but not limited to issuance of the State of Wisconsin Department of Agriculture, Trade and Consumer Protection License for a Tourist Rooming House issued pursuant to Wis. Stat. § 97.605. Under no circumstances shall the County Health Officer approve an application and grant a TRH License unless all governmental approvals set forth in Sec. _____ are issued prior to or in conjunction with the TRH License.

- B. *Denial of Application for TRH License.*

1. The County Health Officer may deny an application for a TRH License for any of the following reasons:
 - a. Applicant's and/or Owner's failure to provide any materials or information required by Sec. _____ herein.
 - b. Applicant and/or Owner's filing or providing inaccurate, false or misleading information with the TRH License application.
 - c. Information from a local law enforcement agency documenting any complaints or citations that may have been issued due to an Owner or Applicant's operation of another Tourist Rooming House in the County or in another jurisdiction.
 - d. Information that issuance of this TRH License would negatively impact the health, welfare and safety of the County, residents and visitors in the County, or other property in the County.

2. The following procedure shall be followed in the denial of any TRH License:
 - a. A decision by the County Health Officer to deny an application for a TRH License shall be in writing and shall state, with specificity, the reasons for the County Health Officer's decision and shall reference all applicable statutes, ordinances, rules, regulations or orders.
 - b. The County Health Officer shall send to the applicant a copy of the written decision as required by this Sec. [REDACTED].
 - c. Applicant or Owner may seek review of the County Health Officer's decision to deny an application for a TRH License by following requirements as set forth in Sec. [REDACTED].

14.-4-5. TERM

- A. *Term.* A TRH License shall not be prorated and shall expire annually on June 30 of each year following issuance.
- B. *Renewal of TRH License:*
 1. An Owner or Licensee may request renewal of a TRH License between May 1 and June 30 by filing a renewal request with the County Health Department.
 2. Each renewal request shall include:
 - a. Any updated information that is different from the information submitted with the original application or the most recent TRH renewal;
 - b. Any additional information that the County Health Officer may reasonably request in order to make an informed determination on the renewal request;
 - c. The renewal fee, as required by this article shall be as provided through the fee schedule approved by County.
 3. Upon receipt of the renewal request, the County Health Officer shall review the renewal request and information required therein to ensure compliance with all terms and conditions of the original TRH License and all applicable laws. The County Health Officer may contact the local law enforcement agency, the County Sheriff, and the County Zoning and Conservation Department to determine whether any complaints or citations have been issued due to the Tourist Rooming House's operation.
 4. The County Health Officer shall issue a decision on the renewal request within thirty (30) days of receipt of the renewal request.
- C. *Change of Ownership or Transfer of Interest.* The Owner shall notify the County Health Officer of any transfer of ownership interest of any portion of the TRH Property. A TRH

License is not transferable or assignable between any Persons other than immediate family members as defined in Wis. Stat. § 97.605(4)(a)(2), as may be amended

14-4-6. INSPECTION

Authorized employees of the County Health Department, upon presenting proper identification, shall have the authority and duty to enter any licensed TRH Property during regular business hours to inspect the same, with respect to a business open at least 40 hours per week. In the absence of regular business hours, inspections shall be made at any reasonable hour. In the event of an emergency, an inspection may be made at any time.

14-4-7. FEES

Fees for a TRH License application, penalties, processing charges or other fees required by this Article IV shall be as provided through the fee schedule approved by the County Health and Human Services Board and available for review in the County Health Department.

14-4-8. OWNER'S AGENT

- A. *Appointment by Owner.* Every Owner shall appoint an Owner's Agent as a local contact and authorized party to act on Owner's behalf. An Owner's Agent shall not be required if the Owner meets the requirements of an Owner's Agent set forth in this Article IV and agrees to perform the obligations of an Owner's Agent required in this Article IV. No written agreement pursuant to Sec. _____ shall be required if Owner acts as Owner's Agent.
- B. *Designation.* The Owner's Agent shall be designated by the Owner in the TRH License application. The Owner shall provide the County Health Officer written notice of any change in residence or information regarding the Owner's Agent within ten (10) days of any change in designation.
- C. *Required Qualifications.* To qualify as an Owner's Agent under this Article IV, the Owner's Agent must meet the following requirements:
1. Be a Person who can respond within a 60-minute drive (in normal conditions) to the TRH Property.
- D. *Authority.*
1. An Owner's Agent shall be authorized by the Owner to act as Owner's agent and representative in all matters involving the operation of the TRH Property, including but not limited to the following:
 - a. To act as the point of contact for any citizen or neighbor complaints.
 - b. To accept service of process for all County communications, citations, orders, and complaints.

- c. To be authorized by the Owner to allow County employees, officers and their designees, to enter the TRH Property or any portion thereof for purposes of inspection and enforcement of this Article IV and/or any other Applicable Law.
 - d. To satisfy any obligation of the Owner required herein, including the Owner's Obligations set forth in Sec. [REDACTED].
 - 2. The Owner's Agent may perform, on Owner's behalf, any of the duties required in this Article IV.
 - 3. The Owner and Owner's Agent shall be party to a written agreement that sets forth these obligations, and a copy of the complete and current written agreement between Owner and Owner's Agent shall be provided to the County.
- E. *Contact Information.* The Owner shall provide a current telephone number for the Owner's Agent to each owner of real property within 100 feet of the perimeter of the TRH Property, in accordance with Sec. [REDACTED] herein.

14-4-9. OWNER RESPONSIBILITIES

- A. *Code of Conduct.* Owner shall provide a code of conduct, regulations and restrictions to Renters and any Person using the TRH Property that includes the relevant provisions of this Article IV, and other information to address behavioral, safety, security, and other matters. The Owner or Owner's Agent shall immediately address and correct any violation arising at the TRH Property.
- B. *Records.* Owner and Licensee shall keep records for a period of at least one (1) year as required in Wis. Admin. Code Ch. ATCP 72.16 regarding each rental stay, including the name of the Renters, contact information, dates and length of stay, and the price paid for each stay. The Owner or Owner's Agent shall acknowledge and consent to inspection of records at all reasonable times and places for purposes of enforcement of this Article IV.
- C. *Lodging Marketplace Authorization.* Owner and Licensee shall authorize any Lodging Marketplace on which the TRH Property is listed to provide to the County the listings, rentals, and other information required under the County Ordinances or other applicable law.
- D. *Receipt of Notices.* Owner and Licensee shall consent to receive all County notices and citations regarding the TRH Property by electronic means or US Mail.
- E. *Notification to Neighboring Properties.*
 - 1. Owner shall provide, by certified mail to each owner of real property within 100 feet of the perimeter of the TRH Property, the following information:
 - a. Address of the TRH Property.

- b. TRH License number.
 - c. A copy of the regulations set forth in Sec. [REDACTED].
 - d. Current contact information for the Owner and Owner's Agent for issues arising on the TRH Property.
2. The Owner shall provide updated information upon the change of any information required in Sec. [REDACTED] by certified mail to the owner of each real property within 100 feet of the perimeter of the TRH Property within ten days of such change.
 3. The Owner shall provide a copy upon request of all notifications to neighboring properties to the County Health Officer. Failure to provide notification to neighboring properties as required by this Sec. [REDACTED] shall be a basis upon which to terminate the TRH License.
 4. The Owner shall take reasonable measures to respond to any complaint.

14-4-10. ROOM TAX.

Every Owner and Licensee shall comply with the room tax reporting requirements of Wis. Stat. § 66.0615, as it may be amended, or as required by a local municipality with room taxation authority over the TRH Property.

14-4-11. OCCUPANCY AND MINIMUM REQUIREMENTS.

A. Occupancy Requirements.

1. Occupancy shall comply with the size requirements set forth in Wis. Admin. Code Ch. ATCP 72.14(2)(b), as may be amended.
2. If a TRH Property does not have access to a public sewer facility, a POWTS may be used to serve the TRH Property upon approval by the County Zoning and Conservation Department. The POWTS shall be designed, constructed, and operated in accordance with Wis. Admin. Code Ch. SPS 382, 383, and ATCP 72.10(5), and any other restrictions imposed by the County Ordinances.
3. Maximum occupancy of a TRH served by a POWTS shall be limited to residential wastewater design flow calculations of two (2) Persons/Occupants per Bedroom, or any other technologies, methods, or wastewater design flow estimates approved by Wisconsin Department of Safety and Professional Services (DSPS) in accordance with SPS 382 and 383.
4. Campers, RVs, tents, yurts, or other means of shelter to increase occupancy on the TRH Property are prohibited.

14-4-12. TOURIST ROOMING HOUSE REGULATIONS. In addition to all other applicable laws, every Renter or Person using or occupying any portion of a TRH Property shall comply with the following:

- A. *Smoke Alarms and Carbon Monoxide Alarms.* Each Tourist Rooming House shall have functional smoke alarms and carbon monoxide alarms in accordance with the requirements of Wis. Admin. Code Ch. SPS 362, ATCP 72.14(c), and ATCP 72.145
- B. *Fire Extinguisher.* Each Tourist Rooming House shall provide at least one (1) fire extinguisher within the TRH Property. If the extinguisher is not readily visible, one or more signs shall be posted indicating the location of the extinguisher.
- C. *Fireworks.* Fireworks, as defined in Wis. Stat. § 167.10, as may be amended, may not be used or operated on a TRH Property at any time.
- D. *Pets.* Any Renter or Person using or occupying the TRH Property shall comply with all provisions of the County Ordinance No. 4-2-10 and 4-2-11 relating to control of animals. Renters or any other Person using the TRH Property shall maintain control of pets at all times.
- E. *Minimum Parking Requirements.* All guest “off-street” parking must be contained on the TRH property. All guest “on-street” parking is prohibited, unless allowed by the governing entity having jurisdiction over the public road. Private roads, access, easements (including utility) may not be used as parking areas unless expressed written consent is given by all entities which have access to said easement.
- F. *Ingress and Egress.* Each Tourist Rooming House shall provide a safe, unobstructed means of egress leading to safe, open space at ground level as defined in SPS 321.03.
- G. *Secondary Habitable Structures.* will not be allowed for overnight sleeping accommodation unless permitted as such by the Sawyer County Zoning and Conservation Department and meets all other licensing requirements.

14-4-13. ENFORCEMENT AND VIOLATIONS.

- A. *Enforcement.* The provisions of this Article IV shall be enforced by the County Health Officer, the County Zoning and Conservation Department, or an appropriate law enforcement body, and each may issue citations for any violations of this Article IV pursuant to Sec. 1-2-3 and Sec. 1-2-4 of the County Ordinances, as may be amended.
- B. *Notice of Violation to Owner and Licensee.* Notice of any violation of the Article IV or other applicable law that is issued to a Person using the TRH Property shall also be delivered to the Owner and Licensee, at the Owner and Licensee’s expense.

- C. *Owner Obligations.* An Owner shall be responsible for the conduct of each Person using the TRH Property.

Penalties. The following penalties shall be assessed for violations of this Article IV:

1. Any Licensee or Person who operates any establishment, business, or other operation without a valid License required under this article shall be subject to any applicable fees, penalties and processing charges, including, but not limited to, a fee for operating without a License for each day in which the Licensee or Person operates without the required License. Fees, penalties and processing charges shall be determined by the County Health and Human Services Board and may be amended from time to time.
 2. In addition to forfeitures listed above, any violation of a provision of this Article IV may result in the suspension or termination of the TRH License.
 3. Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement, or costs whether existing under this Article IV or otherwise.
- E. *Other Remedies for any Violation of Applicable Laws.* Nothing in this Article IV shall be construed as prohibiting enforcement of any other applicable law, including but not limited to County Ordinances for public nuisance, public health hazards, or disorderly conduct.
- F. *Calls for Service.* If three Calls for Service are received and verified by (affidavit) the County for any TRH Property within one month, the County Health Officer may initially suspend the TRH License for a period of not more than 35 days during which time the County Health Officer shall determine whether corrective action is needed, whether to commence suspension or revocation proceedings pursuant to Sec. [REDACTED], or the TRH License may be reinstated without further action. Five or more Calls for Service within one calendar year may result in the revocation of the TRH License.

14-4-14. DENIAL, SUSPENSION OR REVOCATION OF TOURIST ROOMING HOUSE LICENSE.

- A. *Authority.* The Health Officer may deny any TRH License application or suspend or revoke any TRH License issued under this Article IV for noncompliance with this Article IV or noncompliance with any other State or local statute, ordinance, rule, regulation, order, or other applicable requirement. All time sensitive mailings, on the part of the Health Department, will be done through the United States Postal Service Certified Mail Return Receipt Requested mail service or personally with signature of delivery.
- B. *Procedures.* The following procedure shall be followed in the denial, suspension or revocation of any License issued under this Article IV:
1. A decision by the County Health Officer to deny, suspend or revoke a TRH License shall be in writing and shall state, with specificity, the reasons for the County Health

Officer's decision and shall state any and all applicable statutes, ordinances, rules, regulations or orders which may have been violated. The County Health Officer shall send to the TRH Licensee a copy of the written decision as required by this Article IV. Said notice shall inform the Licensee or applicant of the right to have the decision reviewed and a summary of the procedure for such review required by this Article IV.

2. A TRH Licensee aggrieved by a decision of the County Health Officer to deny, suspend or revoke a TRH License must send a written Request for Review and Reconsideration to the County Health Officer within ten (10) working days of receipt of the notice of the County Health Officer's decision. The Request for Review and Reconsideration shall state the grounds upon which the Person or Licensee aggrieved contends that the decision should be reversed or modified.
3. Within ten (10) working days of receipt of the Request for Review and Reconsideration, the County Health Officer shall review its initial determination. The County Health Officer may affirm, reverse or modify the initial determination. The County Health Officer shall mail or deliver to the TRH Licensee or applicant a copy of the County Health Officer's decision on review, and shall state the reasons for such decision. The decision shall advise the TRH Licensee or applicant of the right to appeal the decision by filing a notice of appeal, the time within which appeal shall be taken and the office or person with whom notice of appeal shall be filed.
4. A TRH Licensee or applicant who wishes to appeal a decision made by the County Health Officer on review must file a notice of appeal within ten days of receipt of the County Health Officer's decision on review. The notice of appeal shall be filed or mailed to the County Health Officer. The County Health Officer shall immediately file said notice of appeal with the County Health and Human Services Board.
5. A TRH Licensee or applicant shall be provided a hearing on appeal within 30 days of receipt of the notice of appeal. The County Health Officer shall serve the TRH Licensee or applicant with notice of hearing by mail or personal service at least five days before the hearing.
6. The hearing shall be conducted before the County Health and Human Services Board and shall be conducted in accordance with the procedures outlined in Wis. Stats. § 68.11(2) and (3).
7. Within 15 days of the hearing, the County Health and Human Services Board shall mail or deliver to the TRH Licensee or applicant the County Health and Human Services Board's written determination stating the reasons for its decision.

14-4-15. EFFECTIVE DATE.

This Article IV shall be effective upon passage and publication as provided by law.

**Minutes of the May 7, 2024 meeting of the Sawyer County
Health and Human Services Committee
Of the Sawyer County Board of Supervisors
Board Room; Sawyer County**



Voting Committee Members Present:

- ☒ Chair: Kay Wilson
- ☒ Vice Chair: Tweed Shuman
- ☒ Marshal Savitski
- ☒ Chuck Van Etten - Virtual
- ☒ Jeff Hoehne
- ☐ Bill Trepanier
- ☒ Dawn Petit - Virtual
- ☒ Carol Pearson
- ☒ Sabrina Dunlap

Others Present:

Andy Albarado
Lynn Fitch
Julia Lyons
Julie McCallum
Carol Martin
Tweed Shuman
Linda Zillmer

Call to Order – Vice Chair Wilson called the meeting to order at 6:30 pm.

Certification of Compliance with the open meeting law was met. Roll Call was taken; a quorum was met.

Elections – Clerk Fitch read the rules of the election for Chair and Vice Chair and opened the floor for nominations. Mr. Shuman nominated Ms. Wilson for position of Chair; there being no further nominations a voice vote was called and Ms. Wilson was appointed unanimously as Chair. Nominations were opened for Vice Chair. Mr. Savitski nominated Mr. Shuman for the position of Vice Chair; there being no further nominations, a voice vote was called and Mr. Shuman was appointed unanimously as Vice Chair.

Meeting Agenda

Public Comments – Linda Zillmer

Minutes from the previous meeting dated: April 9, 2024

Motion to approve made by: Mr. Savitski Second by: Ms. Pearson
Motion carried without negative vote.

Committee Reports -

LCO Liaison – Mr. Shuman advised that the new Health Center will open in the spring of 2025 and is on budget at this time. A pharmacy and urgent care will be in place in the new facility.

Senior Resource Center – A written report was provided. They have been nominated for a \$10,000 and Ms. Johnson is making a presentation tonight at the award ceremony in hopes that they are the winner of the funds. Meal count totals for 2023 were identified in the report.

Administration -

Ms. Lyons shared the Board by-laws and mission statement. The list of services within the division was included and briefly reviewed by Ms. Lyons. Programs that can bill for services were identified. In regards to Child Protection Service (CPS) they are looking for staff who can provide care for all three stages of the required assessments. Public Health services were also explained.

Adult Long-term Care –

A written report was provided; May is ADRC month. Ms. Lyons provided a brief review of the ADRC services and their relationship to our HHS staff.

Behavioral Health Care –

A written report was provided. Behavioral health outpatient clinic services are still being offered on a limited basis.

The mental health expense report was reviewed, and at this point is currently on budget.

Child Protective Services & Youth Justice -

Written reports were provided and reviewed by Ms. Lyons. Access and initial assessment statistics were shared as well as out-of-home care placements. Over the last year the out-of-home foster care staff have been able to bring some of the placements back home. YouthJustice cases have been starting to be referred to the DA which is a new phenomenon for our county.

Economic Support -

Written reports were provided. This past month we have been having an increase in calls coming in but we remain at a 96% answer rate on those calls. A Proclamation for Economic Support Specialist Week was shared.

Public Health -

A written report was provided and reviewed by Ms. McCallum. They have submitted their 2023 Annual Report to DHS. She encouraged everyone to complete the Community Health Assessment Survey which drives the Community Health Improvement Plan. Media has been placed in the newspaper and on the radio, as well as sending emails through various organizations.

Tourist Rooming House Draft Ordinance and Supporting Documents – This ordinance had been brought to the Board in April. Ms. Lyons provided an overview of the process that was taken to develop the document. The ad hoc TRH Committee has seen the document and sent it for review to this board and the Zoning Committee, the committees of jurisdiction. This would be a County ordinance and County license for tourist rooming houses. Mr. Albarado explained the highlights of the ordinance. A motion was made by Mr. Shuman to set a public hearing at 6:30 on June 11th; second by Mr. Savitski. Motion carried without negative vote.

Fiscal -

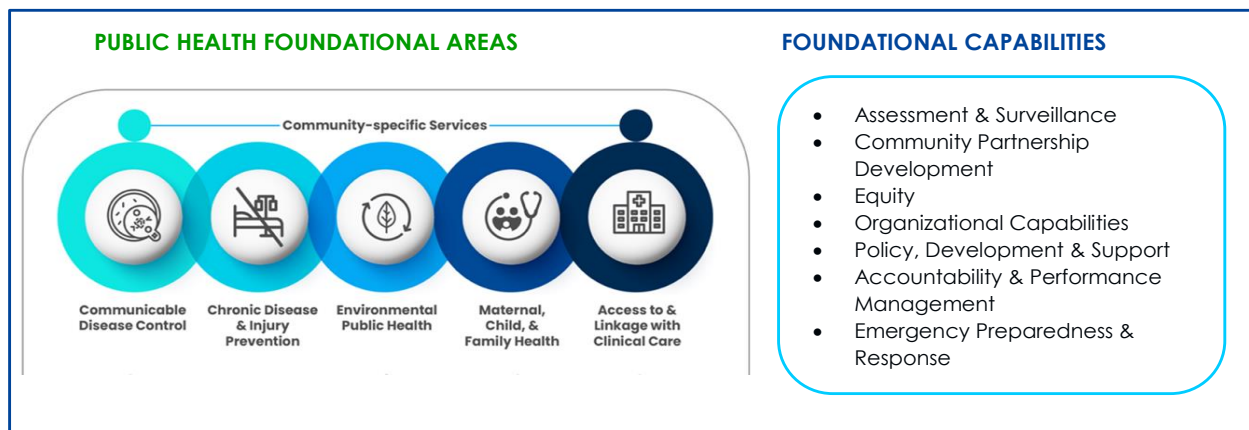
Budget and revenue recap reports were included. Ms. Lyons is going to be watching the YJ out-of-home expenses and traveling expenses for transports, as they are expected to increase.

Future Agenda Items – TRH and Public Notice

Meeting Date/Time – The next meeting of the Health and Human Services Board will be Tuesday, June 11th at 6:30 pm in the Board Room.

Meeting adjourned at 7:57 pm.

Minutes recorded by Lynn Fitch, County Clerk



COMMUNICABLE DISEASE CONTROL: Assessment & Surveillance; Communications

Measles

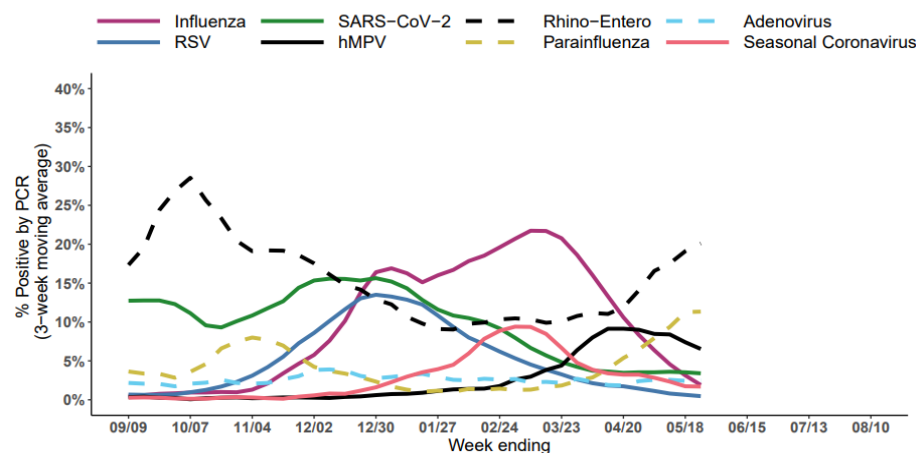
As of May 31, 2024, the CDC states that 21 jurisdictions in the US reported **146 measles cases**. 45% of cases are under 5 years of age, 83% are unvaccinated or have unknown vaccination status, and 55% have been hospitalized for isolation or management of measles complications.

Respiratory Report-Week 21, ending May 25, 2024

Influenza-like illness activity is at low levels in every region of Wisconsin. Influenza, RSV and COVID-19 are at low levels, while rhino/enterovirus, human metapneumovirus, and parainfluenza virus activities are elevated in the state.

Wisconsin Laboratory Surveillance for Respiratory Viruses

Percent positivity of respiratory viruses tested by PCR, NREVSS



CHRONIC DISEASE & INJURY PREVENTION and ACCESS TO & LINKAGE WITH CLINICAL CARE: Community Partnership Development; Equity

Healthier Together

The Community Health Assessment survey time period is coming to an end. Tamarack Health and Sawyer County are communicating the survey link through multiple methods. As of May 31, 2024, we have had 557 survey responses. The information collected along with other community health data will be used to develop a comprehensive Community Health Improvement Plan (CHIP). The CHIP will be implemented, published and shared with the community in the spring of 2025 for years 2026-2028.

Drug Take Back Day

Drug Take Back Day was a success! A total of 185.5 lb of medications were collected in 2024 up from 79.3 lb collected last year. Participating jurisdictions include the City of Hayward with 103.0 lb collected, LCO Police with 26.5 lb collected, Winter (Sawyer County Sheriff) with 13.0 lb collected, and the Sawyer County Sheriff's Office with 43.0 lb collected.

Winter Spring Fling

At the Winter Spring Fling, public health staff and MRC members handed out materials and participated in public health outreach efforts. We provided tick kits and tick education at this event. Tick kits were a huge hit! More than 200 kits were handed out in 3 hours. In addition, we also recruited one, possibly three new MRC members at this community event.

ORGANIZATIONAL CAPABILITIES

Sawyer County Public Health staff have participated in suicide prevention training, the Wisconsin Opioid Summit, the National MRC Conference, and Under One Roof: an emergency preparedness conference. Outreach included the Winter Spring Fling, the Town of Round Lake meeting (end of April) and the Hayward Community Food Shelf.

SAWYER COUNTY CODE OF ORDINANCES
CHAPTER 14 - HEALTH AND HUMAN SERVICES
ARTICLE IV- TOURIST ROOMING HOUSES AND SHORT-TERM RENTALS

AUTHORITY. This Chapter 14, Article IV – Tourist Rooming Houses and Short-Term Rentals, is adopted pursuant to the authority granted by Chapters 59, 66, 251 and 254 of the Wisconsin Statutes and shall be administered by the Sawyer County Department of Health and Human Services.

COMPLIANCE WITH STATE AND OTHER APPLICABLE LAW. This Article IV is subject to all provisions set forth in the Wisconsin Statutes and other applicable law, as each may amended. Nothing in this Article IV is intended to, and shall not be construed to, amend or otherwise modify the Sawyer County Health Officer's rights, obligations and authority set forth in the Wisconsin Statutes and other applicable law, as each may be amended.

PURPOSE AND INTENT. The purpose of this Article IV shall be to protect the health, safety, and welfare of persons and property in Sawyer County by setting forth clear standards under which a Dwelling may be used as a Tourist Rooming House or Short-Term Rental (as each are defined below). Additional purposes and intent of this Article IV are:

1. Establish minimum standards of space for human occupancy;
2. Establish minimum standards of maintenance and use of property for short term rentals and tourist rooming houses;
3. Establish responsibilities of owners, operators, and owner's agents that offer properties for short term rent to tourists or other users;
4. Protect the character and stability of persons and property in the areas surrounding properties being offered as short-term rentals or tourist rooming houses;
5. Ensure that short term rentals and tourist rooming houses do not become a nuisance or threaten the public health, safety or welfare of neighboring properties or property owners and users; and
6. Provide for the administration and enforcement of this Article IV and to provide penalties for its violation.

14-4-1. DEFINITIONS

- A. *Bedroom* means a term found in SPS 382 and 383, used to calculate residential estimated wastewater flow for POWTS. Number of bedrooms is based on two persons per bedroom, unless otherwise approved by DSPS.
- B. *Call for Service* means a call made or forwarded to the Sawyer County Sheriff or other law enforcement body with jurisdiction over the TRH Property.
- C. *County* means Sawyer County, Wisconsin.
- D. *County Health Department* means the Public Health Unit of the County Health and Human Services Department.
- E. *County Health Officer* means the County Public Health Supervisor/Officer, or the Supervisor/Officer's authorized agent or designee. When used in this Article IV, "County Health Officer" includes any duly appointed County Health Officer Designee.
- F. *County Health Officer Designee* means a subordinate personnel appointed by the County Health Officer to investigate and supervise the sanitary conditions within the jurisdiction of the Health Department.
- G. *Dwelling* means a building designed or used exclusively as the living quarters for one or more families, including manufactured homes which meet the dimensional requirements as originally designed.
- H. *License* or *TRH License* means the granting of permission in a written/certificate form from the County Health Officer to operate a Tourist Rooming House on the TRH Property, and carry on the activities permitted by this Article IV.
- I. *Licensee* means the Person to whom a TRH License is issued pursuant to this Article IV.
- J. *Lodging Marketplace* means an entity that provides a platform through which an unaffiliated third party offers to rent a Tourist Rooming House to an occupant and collects the consideration for the rental from the occupant.
- K. *Occupant* means an individual using any portion of a TRH property as a tenant or guest for overnight stays.
- L. *Operating* means the offering, operating, advertisement or rental of a TRH Property or any part thereof.
- M. *Owner* means the Person or Persons holding title to the real and personal property that makes up the TRH Property.
- N. *Owner's Agent* means the Person appointed by the Owner of a Tourist Rooming House to act as agent on behalf of the Owner.

- O. *Person* means an individual, a natural person, firm, partnership, association, company, corporation, organization, municipality, County, town, or State agency, whether tenant, owner, lessee or licensee, or the agent, receiver, heir, or assignee, or of any of these or any other group acting as a unit. Whenever the word Person is used in any section of this Article IV prescribing a penalty or forfeiture, as to partnerships or associations, the word shall include the partners or members thereof, and as to corporations, shall include the shareholders thereof.
- P. *Renter* means any Person that rents or uses any portion of a TRH Property.
- Q. *POWTS* means a private on-site wastewater treatment system.
- R. *Sale* means transfer of title by the Owner or transfer of controlling interest in an entity holding title to TRH Property.
- S. *Sanitary Permit* means a permit of record, approved by the County Zoning Department as issuing agent for the Wisconsin Department of Safety and Professional Services indicating wastewater performance capabilities of existing POWTS.
- T. *Secondary Habitable Structure* means a structure that features habitable conditions on the same parcel of land as primary structure.
- U. *Short Term Rental* means a residential dwelling that is offered for rent or fee for fewer than thirty (30) consecutive days.
- V. *Tourist Rooming House* means all lodging places and tourist cabins and cottages, including Short Term Rentals, other than hotels and motels, in which sleeping accommodations are offered for pay to tourists or transients. It does not include private boarding or rooming houses not accommodating tourists or transients, or bed and breakfast establishments regulated under Wis. Admin. Code Ch. ATPC 73.
- W. *Tourist Rooming House Property* or *TRH Property* means the real property on which the Tourist Rooming House sits or is located, any real property that a Renter may use as part of the rental of the Tourist Rooming House, and any personal property that is used in the operation or use of the Tourist Rooming House. TRH Property does not need to be contiguous or adjacent.

14-4-2. TOURIST ROOMING HOUSE LICENSE REQUIRED

No Person or entity shall advertise, rent or Operate a Short Term Rental or Tourist Rooming House in the County unless a TRH License has been issued by the County pursuant to this Article IV. An Owner, Licensee or other Person Operating the Tourist Rooming House shall be responsible for all requirements of this Article IV. Application for a TRH License

shall be in a form prescribed by the County Public County Health Officer and be consistent with this Article IV.

14-4-3. APPLICATION FOR TRH LICENSE

A. Application Forms.

1. Application for a TRH License shall be made in writing to the County Health Department on forms developed and provided by the County Health Department.
2. The Applicant shall comply with any requirements for application and approval required by the County Zoning and Conservation Department.

B. Required Information. The applicant shall provide all of the following with the application for TRH License:

1. Name of party submitting the application, and name of the Person intending to hold the TRH License (if different than the applicant).
2. Name of the Owner(s). If Owner is an entity, proof of the entity's ability to conduct business in the State of Wisconsin.
3. Address of TRH Property and tax ID number.
4. A copy of the State of Wisconsin Department of Agriculture, Trade and Consumer Protection License for a Tourist Rooming House issued pursuant to Wis. Stat. § 97.605.
5. The Wisconsin Department of Revenue Sales Tax Number.
6. Requested maximum occupancy
7. Copy of Sanitary Permit (if applicable) or other proof of sufficient sanitary capabilities.
8. Detailed site plan of the TRH Property, including lot lines and property map, available onsite parking, garbage receptacle locations, and any other information reasonably requested by the County Health Officer.
9. Designation of the Owner's Agent and contact information for the Owner's Agent, or a statement that the Owner meets the requirements of an Owner's Agent pursuant to [REDACTED] herein and agrees to perform the obligations of an Owner's Agent for the TRH Property.
10. Any other information the County Health Department deems necessary in order to make an informed determination of the application.
11. Applications for renewal TRH Licenses are not required to include the

documentation for items listed in subparagraphs _____ unless the information on the renewal application has changed.

14-4-4. DECISION ON APPLICATION

- A. *Decision Time.* The County Health Officer shall either approve or deny the application within 30 days after the receipt of a complete application. The County Health Officer and applicant may mutually agree to an additional 30-day review period if circumstances require a longer review period.

Issuance. A TRH License may be issued only after compliance with the requirements of this Article IV, compliance with Sec. 14-3 of the County Ordinances, and compliance with all other applicable laws, including but not limited to issuance of the State of Wisconsin Department of Agriculture, Trade and Consumer Protection License for a Tourist Rooming House issued pursuant to Wis. Stat. § 97.605. Under no circumstances shall the County Health Officer approve an application and grant a TRH License unless all governmental approvals set forth in Sec. _____ are issued prior to or in conjunction with the TRH License.

- B. *Denial of Application for TRH License.*

1. The County Health Officer may deny an application for a TRH License for any of the following reasons:
 - a. Applicant's and/or Owner's failure to provide any materials or information required by Sec. _____ herein.
 - b. Applicant and/or Owner's filing or providing inaccurate, false or misleading information with the TRH License application.
 - c. Information from a local law enforcement agency documenting any complaints or citations that may have been issued due to an Owner or Applicant's operation of another Tourist Rooming House in the County or in another jurisdiction.
 - d. Information that issuance of this TRH License would negatively impact the health, welfare and safety of the County, residents and visitors in the County, or other property in the County.

2. The following procedure shall be followed in the denial of any TRH License:
 - a. A decision by the County Health Officer to deny an application for a TRH License shall be in writing and shall state, with specificity, the reasons for the County Health Officer's decision and shall reference all applicable statutes, ordinances, rules, regulations or orders.
 - b. The County Health Officer shall send to the applicant a copy of the written decision as required by this Sec. [REDACTED].
 - c. Applicant or Owner may seek review of the County Health Officer's decision to deny an application for a TRH License by following requirements as set forth in Sec. [REDACTED].

14.-4-5. TERM

- A. *Term.* A TRH License shall not be prorated and shall expire annually on June 30 of each year following issuance.
- B. *Renewal of TRH License:*
 1. An Owner or Licensee may request renewal of a TRH License between May 1 and June 30 by filing a renewal request with the County Health Department.
 2. Each renewal request shall include:
 - a. Any updated information that is different from the information submitted with the original application or the most recent TRH renewal;
 - b. Any additional information that the County Health Officer may reasonably request in order to make an informed determination on the renewal request;
 - c. The renewal fee, as required by this article shall be as provided through the fee schedule approved by County.
 3. Upon receipt of the renewal request, the County Health Officer shall review the renewal request and information required therein to ensure compliance with all terms and conditions of the original TRH License and all applicable laws. The County Health Officer may contact the local law enforcement agency, the County Sheriff, and the County Zoning and Conservation Department to determine whether any complaints or citations have been issued due to the Tourist Rooming House's operation.
 4. The County Health Officer shall issue a decision on the renewal request within thirty (30) days of receipt of the renewal request.
- C. *Change of Ownership or Transfer of Interest.* The Owner shall notify the County Health Officer of any transfer of ownership interest of any portion of the TRH Property. A TRH

License is not transferable or assignable between any Persons other than immediate family members as defined in Wis. Stat. § 97.605(4)(a)(2), as may be amended

14-4-6. INSPECTION

Authorized employees of the County Health Department, upon presenting proper identification, shall have the authority and duty to enter any licensed TRH Property during regular business hours to inspect the same, with respect to a business open at least 40 hours per week. In the absence of regular business hours, inspections shall be made at any reasonable hour. In the event of an emergency, an inspection may be made at any time.

14-4-7. FEES

Fees for a TRH License application, penalties, processing charges or other fees required by this Article IV shall be as provided through the fee schedule approved by the County Health and Human Services Board and available for review in the County Health Department.

14-4-8. OWNER'S AGENT

- A. *Appointment by Owner.* Every Owner shall appoint an Owner's Agent as a local contact and authorized party to act on Owner's behalf. An Owner's Agent shall not be required if the Owner meets the requirements of an Owner's Agent set forth in this Article IV and agrees to perform the obligations of an Owner's Agent required in this Article IV. No written agreement pursuant to Sec. _____ shall be required if Owner acts as Owner's Agent.
- B. *Designation.* The Owner's Agent shall be designated by the Owner in the TRH License application. The Owner shall provide the County Health Officer written notice of any change in residence or information regarding the Owner's Agent within ten (10) days of any change in designation.
- C. *Required Qualifications.* To qualify as an Owner's Agent under this Article IV, the Owner's Agent must meet the following requirements:
1. Be a Person who can respond within a 60-minute drive (in normal conditions) to the TRH Property.
- D. *Authority.*
1. An Owner's Agent shall be authorized by the Owner to act as Owner's agent and representative in all matters involving the operation of the TRH Property, including but not limited to the following:
 - a. To act as the point of contact for any citizen or neighbor complaints.
 - b. To accept service of process for all County communications, citations, orders, and complaints.

- c. To be authorized by the Owner to allow County employees, officers and their designees, to enter the TRH Property or any portion thereof for purposes of inspection and enforcement of this Article IV and/or any other Applicable Law.
 - d. To satisfy any obligation of the Owner required herein, including the Owner's Obligations set forth in Sec. [REDACTED].
- 2. The Owner's Agent may perform, on Owner's behalf, any of the duties required in this Article IV.
- 3. The Owner and Owner's Agent shall be party to a written agreement that sets forth these obligations, and a copy of the complete and current written agreement between Owner and Owner's Agent shall be provided to the County.
- E. *Contact Information.* The Owner shall provide a current telephone number for the Owner's Agent to each owner of real property within 100 feet of the perimeter of the TRH Property, in accordance with Sec. [REDACTED] herein.

14-4-9. OWNER RESPONSIBILITIES

- A. *Code of Conduct.* Owner shall provide a code of conduct, regulations and restrictions to Renters and any Person using the TRH Property that includes the relevant provisions of this Article IV, and other information to address behavioral, safety, security, and other matters, The Owner or Owner's Agent shall immediately address and correct any violation arising at the TRH Property.
- B. *Records.* Owner and Licensee shall keep records for a period of at least one (1) year as required in Wis. Admin. Code Ch. ATCP 72.16 regarding each rental stay, including the name of the Renters, contact information, dates and length of stay, and the price paid for each stay. The Owner or Owner's Agent shall acknowledge and consent to inspection of records at all reasonable times and places for purposes of enforcement of this Article IV.
- C. *Lodging Marketplace Authorization.* Owner and Licensee shall authorize any Lodging Marketplace on which the TRH Property is listed to provide to the County the listings, rentals, and other information required under the County Ordinances or other applicable law.
- D. *Receipt of Notices.* Owner and Licensee shall consent to receive all County notices and citations regarding the TRH Property by electronic means or US Mail.
- E. *Notification to Neighboring Properties.*
 - 1. Owner shall provide, by certified mail to each owner of real property within 100 feet of the perimeter of the TRH Property, the following information:
 - a. Address of the TRH Property.

- b. TRH License number.
 - c. A copy of the regulations set forth in Sec. [REDACTED].
 - d. Current contact information for the Owner and Owner's Agent for issues arising on the TRH Property.
- 2. The Owner shall provide updated information upon the change of any information required in Sec. [REDACTED] by certified mail to the owner of each real property within 100 feet of the perimeter of the TRH Property within ten days of such change.
 - 3. The Owner shall provide a copy upon request of all notifications to neighboring properties to the County Health Officer. Failure to provide notification to neighboring properties as required by this Sec. [REDACTED] shall be a basis upon which to terminate the TRH License.
 - 4. The Owner shall take reasonable measures to respond to any complaint.

14-4-10. ROOM TAX.

Every Owner and Licensee shall comply with the room tax reporting requirements of Wis. Stat. § 66.0615, as it may be amended, or as required by a local municipality with room taxation authority over the TRH Property.

14-4-11. OCCUPANCY AND MINIMUM REQUIREMENTS.

A. Occupancy Requirements.

- 1. Occupancy shall comply with the size requirements set forth in Wis. Admin. Code Ch. ATCP 72.14(2)(b), as may be amended.
- 2. If a TRH Property does not have access to a public sewer facility, a POWTS may be used to serve the TRH Property upon approval by the County Zoning and Conservation Department. The POWTS shall be designed, constructed, and operated in accordance with Wis. Admin. Code Ch. SPS 382, 383, and ATCP 72.10(5), and any other restrictions imposed by the County Ordinances.
- 3. Maximum occupancy of a TRH served by a POWTS shall be limited to residential wastewater design flow calculations of two (2) Persons/Occupants per Bedroom, or any other technologies, methods, or wastewater design flow estimates approved by Wisconsin Department of Safety and Professional Services (DSPS) in accordance with SPS 382 and 383.
- 4. Campers, RVs, tents, yurts, or other means of shelter to increase occupancy on the TRH Property are prohibited.

14-4-12. TOURIST ROOMING HOUSE REGULATIONS. In addition to all other applicable laws, every Renter or Person using or occupying any portion of a TRH Property shall comply with the following:

- A. *Smoke Alarms and Carbon Monoxide Alarms.* Each Tourist Rooming House shall have functional smoke alarms and carbon monoxide alarms in accordance with the requirements of Wis. Admin. Code Ch. SPS 362, ATCP 72.14(c), and ATCP 72.145
- B. *Fire Extinguisher.* Each Tourist Rooming House shall provide at least one (1) fire extinguisher within the TRH Property. If the extinguisher is not readily visible, one or more signs shall be posted indicating the location of the extinguisher.
- C. *Fireworks.* Fireworks, as defined in Wis. Stat. § 167.10, as may be amended, may not be used or operated on a TRH Property at any time.
- D. *Pets.* Any Renter or Person using or occupying the TRH Property shall comply with all provisions of the County Ordinance No. 4-2-10 and 4-2-11 relating to control of animals. Renters or any other Person using the TRH Property shall maintain control of pets at all times.
- E. *Minimum Parking Requirements.* All guest “off-street” parking must be contained on the TRH property. All guest “on-street” parking is prohibited, unless allowed by the governing entity having jurisdiction over the public road. Private roads, access, easements (including utility) may not be used as parking areas unless expressed written consent is given by all entities which have access to said easement.
- F. *Ingress and Egress.* Each Tourist Rooming House shall provide a safe, unobstructed means of egress leading to safe, open space at ground level as defined in SPS 321.03.
- G. *Secondary Habitable Structures.* Structures will not be allowed for overnight sleeping accommodation unless permitted as such by the Sawyer County Zoning and Conservation Department and meets all other licensing requirements.

14-4-13. ENFORCEMENT AND VIOLATIONS.

- A. *Enforcement.* The provisions of this Article IV shall be enforced by the County Health Officer, the County Zoning and Conservation Department, or an appropriate law enforcement body, and each may issue citations for any violations of this Article IV pursuant to Sec. 1-2-3 and Sec. 1-2-4 of the County Ordinances, as may be amended.
- B. *Notice of Violation to Owner and Licensee.* Notice of any violation of the Article IV or other applicable law that is issued to a Person using the TRH Property shall also be delivered to the Owner and Licensee, at the Owner and Licensee’s expense.

- C. *Owner Obligations.* An Owner shall be responsible for the conduct of each Person using the TRH Property.

Penalties. The following penalties shall be assessed for violations of this Article IV:

1. Any Licensee or Person who operates any establishment, business, or other operation without a valid License required under this article shall be subject to any applicable fees, penalties and processing charges, including, but not limited to, a fee for operating without a License for each day in which the Licensee or Person operates without the required License. Fees, penalties and processing charges shall be determined by the County Health and Human Services Board and may be amended from time to time.
 2. In addition to forfeitures listed above, any violation of a provision of this Article IV may result in the suspension or termination of the TRH License.
 3. Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement, or costs whether existing under this Article IV or otherwise.
- E. *Other Remedies for any Violation of Applicable Laws.* Nothing in this Article IV shall be construed as prohibiting enforcement of any other applicable law, including but not limited to County Ordinances for public nuisance, public health hazards, or disorderly conduct.
- F. *Calls for Service.* If three Calls for Service are received and verified by (affidavit) the County for any TRH Property within one month, the County Health Officer may initially suspend the TRH License for a period of not more than 35 days during which time the County Health Officer shall determine whether corrective action is needed, whether to commence suspension or revocation proceedings pursuant to Sec. [REDACTED], or the TRH License may be reinstated without further action. Five or more Calls for Service within one calendar year may result in the revocation of the TRH License.

14-4-14. DENIAL, SUSPENSION OR REVOCATION OF TOURIST ROOMING HOUSE LICENSE.

- A. *Authority.* The Health Officer may deny any TRH License application or suspend or revoke any TRH License issued under this Article IV for noncompliance with this Article IV or noncompliance with any other State or local statute, ordinance, rule, regulation, order, or other applicable requirement. All time sensitive mailings, on the part of the Health Department, will be done through the United States Postal Service Certified Mail Return Receipt Requested mail service or personally with signature of delivery.
- B. *Procedures.* The following procedure shall be followed in the denial, suspension or revocation of any License issued under this Article IV:
1. A decision by the County Health Officer to deny, suspend or revoke a TRH License shall be in writing and shall state, with specificity, the reasons for the County Health

Officer's decision and shall state any and all applicable statutes, ordinances, rules, regulations or orders which may have been violated. The County Health Officer shall send to the TRH Licensee a copy of the written decision as required by this Article IV. Said notice shall inform the Licensee or applicant of the right to have the decision reviewed and a summary of the procedure for such review required by this Article IV.

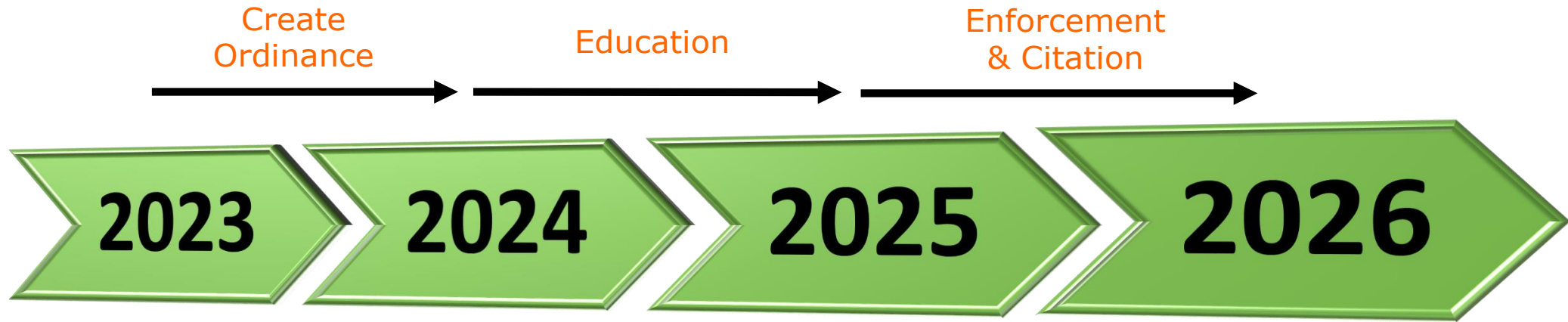
2. A TRH Licensee aggrieved by a decision of the County Health Officer to deny, suspend or revoke a TRH License must send a written Request for Review and Reconsideration to the County Health Officer within ten (10) working days of receipt of the notice of the County Health Officer's decision. The Request for Review and Reconsideration shall state the grounds upon which the Person or Licensee aggrieved contends that the decision should be reversed or modified.
3. Within ten (10) working days of receipt of the Request for Review and Reconsideration, the County Health Officer shall review its initial determination. The County Health Officer may affirm, reverse or modify the initial determination. The County Health Officer shall mail or deliver to the TRH Licensee or applicant a copy of the County Health Officer's decision on review, and shall state the reasons for such decision. The decision shall advise the TRH Licensee or applicant of the right to appeal the decision by filing a notice of appeal, the time within which appeal shall be taken and the office or person with whom notice of appeal shall be filed.
4. A TRH Licensee or applicant who wishes to appeal a decision made by the County Health Officer on review must file a notice of appeal within ten days of receipt of the County Health Officer's decision on review. The notice of appeal shall be filed or mailed to the County Health Officer. The County Health Officer shall immediately file said notice of appeal with the County Health and Human Services Board.
5. A TRH Licensee or applicant shall be provided a hearing on appeal within 30 days of receipt of the notice of appeal. The County Health Officer shall serve the TRH Licensee or applicant with notice of hearing by mail or personal service at least five days before the hearing.
6. The hearing shall be conducted before the County Health and Human Services Board and shall be conducted in accordance with the procedures outlined in Wis. Stats. § 68.11(2) and (3).
7. Within 15 days of the hearing, the County Health and Human Services Board shall mail or deliver to the TRH Licensee or applicant the County Health and Human Services Board's written determination stating the reasons for its decision.

14-4-15. EFFECTIVE DATE.

This Article IV shall be effective upon passage and publication as provided by law.

Implementation of New TRH Ordinance

July 1st to June 30th



Tourist Rooming Houses
Short Term Rentals



Sawyer County Guide to Renting Out Your Property



This guide offers the basics of what an owner needs to know before starting to rent out their property to the public, and to ensure you know and comply with the various laws. This is not intended as a comprehensive guide listing every consideration that may arise but provides the highlights and entry level basics to short term rentals also known as Tourist Rooming Houses (TRH's).

Things to think about or do before you apply:

1. Talk with your homeowner's insurance company. Renting may bring in extra income but can also bring liabilities.
2. Contact your local township/municipality/city to see if there are any forms you need to complete from them regarding any room tax.
3. If you have a septic system, check with your Zoning Department to verify the capacity, and ensure there are no issues.
4. Review rules to become familiar with requirements you must comply with to hold a lodging license.

State Laws:

- [Wis. Stat. 97 - Food, Lodging and Recreation](#)
- [Wis. Admin. Code ATP 72 - Hotels, Motels, and Tourist Rooming Houses](#)

Sawyer County Ordinances:

- [Article III. – Licenses and Permits Regarding Agent Status for Environmental Services](#)
- [Article IV – Tourist Rooming House and Short Term Rentals](#)

Collecting & Paying State, County and Local Taxes:

State Tax - A homeowner who sells or furnishes lodging to the public for periods less than one month, must report and pay Wisconsin state sales tax on such rentals. This includes the short-term rental of a home, room, apartment, cabin, inn, motel, or any other building in which accommodations are made available to the public." One month means a calendar month or 30 days, whichever is less, counting the first day of the rental and not counting the last day of the rental. You will need to contact the Wisconsin Department of Revenue to register for a ["Sellers Permit" or "Sales and Use Tax Certificate"](#).

Local Room Tax - The homeowner or marketplace provider that is responsible for collecting and remitting Wisconsin state sales tax to DOR is also responsible for collecting and remitting municipal room tax if the lodging is furnished in a Wisconsin municipality that imposes a municipal room tax under [sec. 66.0615\(1m\), Wis. Stats.](#) The homeowner or marketplace provider will need to contact the Wisconsin municipality in which it sells short-term lodging to determine if additional registration is required, the applicable room tax rate, and how to file and pay the room taxes. [Municipal Contact Information](#) - see *Sawyer County*.

Federal Income Tax from Renting Residential & Vacation Property:

The Internal Revenue Service (IRS) has issued a summary page relating to Renting Residential and Vacation Property where they address the treatment of Rental Income. For their complete statement and their links to more extensive guides, such as IRS Publication 527 Residential Rental Property, visit: <https://www.irs.gov/taxtopics/tc415.html>

Property Risks, Liability & Obtaining Insurance Coverage:

If you are considering renting out your home or your guest room, your first step should be to contact your insurance professional. Online platforms for renting your property to the public for overnight stays, such as Airbnb, can be a great way to bring in extra money and are increasingly popular; however, they can also leave you financially vulnerable. If your renter starts a fire and damages your property or is hurt while renting your home, will you be protected?

Before embarking on a home or property rental financial arrangement, call your insurance professional and get their advice. In general, if you are only planning to rent your home out for a single occasion, many insurance companies will extend your coverage to the renter. The one caveat is that the insurer must be notified ahead of time.

If you plan to rent out all or part of your home on a regular basis, many companies will consider this a business use. Standard homeowners and renters' insurance policies are designed for personal risks, not commercial risks. In this case you will need to purchase a business policy—specifically either a hotel or a bed & breakfast policy. Some companies offer a home-sharing liability insurance policy that can be purchased on a month-to-month basis, but there may be exclusions and limitations, so read the policy carefully.

Disclaimer: *The information above does not affect obtaining a Sawyer County Lodging license. With that said, these are common concerns and questions new facilities have regarding these topics. This information was possible with the thanks to submissions by experts at the Wisconsin Hotel & Lodging Association, the League of Wisconsin Municipalities, the Wisconsin Insurance Alliance, and the Wisconsin Counties Association.*

Paperwork:

- Complete and submit a Sawyer County Application for Lodging/TRH License.
- When the application has been submitted, it will be reviewed by both Sawyer Co. Zoning and Health & Human Services offices.
- Once applications have been reviewed, an inspector will be assigned to your facility and will contact you to schedule a pre-inspection. At the time of the Pre-Inspection, the owner or manager shall have the facility in “Ready to Rent” condition. Failure to do so could result in addition fees and/or a delay in receiving a license.
- Once the license has been released, the license must be posted in open view within the facility. Licensing year runs from July 1st – June 30th the following year. A renewal fee shall be paid to the Sawyer County Health and Human Services annually.
- Each Tourist Rooming House must keep a registration of their guest(s), which includes name and address, or email for at least one year.
- Tourist Rooming Houses that source water through a private well on their property must have a total coliform negative water test before beginning operation. At the time of the pre-inspections, a complimentary coliform bacteria well water test will be taken to meet this requirement.

Fire Safety: (Smoke Detectors, Carbon Monoxide Detectors)

- Smoke detectors must be present on each level of the house and outside of bedrooms.
- Carbon monoxide detectors must be installed if fuel burning appliances are used.
 - CO Detectors must be on each level of the house and outside of bedrooms (generally in the hallway).
 - If a fuel burning appliance is inside of a bedroom, there must be one inside the bedroom.
 - If the home has an attached garage, a CO Detector must be in the first room that is attached to the garage (i.e. mudroom).
- All smoke and CO detectors must be UL listed and labeled.
 - Be sure that all your detectors meet **UL** standards and that they are not expired.
 - Smoke alarms shall conform to UL 214.
 - A carbon monoxide detector shall conform to UL 2034.
 - Common brands that are not UL listed include: Vitowell, Alert Pro and Alert Plus.
 - Smoke detectors should be replaced 10 years from the date of manufacture. (Highly recommended to write on outside of detector the date manufactured or required replacement date. This prevents you from having to remove them to check during inspections.)
- Fire extinguishers are not required to be in a rental unit but are highly recommended to be available and in a location easy to see/find on each level of the structure.

Occupancy Numbers:

Advertisements for your rental shall reflect the maximum occupancy allowed by either the lodging code or county zoning septic system ordinances, whichever is most restrictive. It is also very important to note that basement bedrooms that do not have appropriate exits/egress windows **are not** available to renters for use. The lodging code is as follows:

- **ATCP 72.14 (2)(b) Size of sleeping rooms.** Every sleeping room shall be of sufficient size to afford at least 400 cubic feet (12 cu m) of air space for each occupant over 12 years of age and 200 cubic feet (6 cu m) for each occupant 12 years and under. Every sleeping room shall have a minimum ceiling height of 7 feet (2.13 m). No greater number of sleeping occupants than the number established by application of these standards is permitted in any sleeping room.
- **Sawyer County Ordinance:** Maximum occupancy of a TRH served by a POWTS shall be limited to residential wastewater design flow calculations of two (2) Persons/Occupants per Bedroom, or any other technologies, methods, or wastewater design flow estimates approved by Wisconsin Department of Safety and Professional Services (DSPS) in accordance with SPS 383.

Garbage & Recycling:

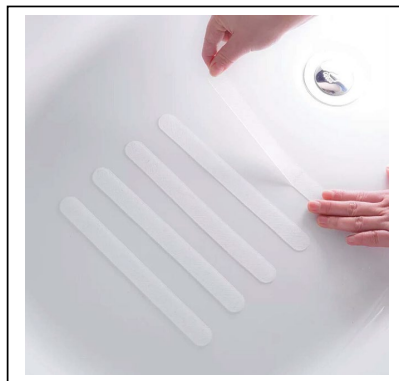
- Kept in a leak-proof, non-absorbent containers equipped with tight fitting covers.
- Containers must be emptied often and cleaned inside and outside regularly.
- Receptacles shall be stored in an enclosed structure or secured as to prevent wildlife, vermin, and insects from accessing.

WATER & SEWAGE:

- Approved public water supply. Private wells shall be constructed and pump installed in accordance with Ch. NR 812. Drinking Water from private well must be tested, per the DNR testing requirements. At the time of the pre-inspections, a complimentary coliform bacteria well water test will be provide for you.
- Approved public or private sewage must be in accordance of SPS 382 and 383
- Septic lid must be secured with chain/cable & lock.
- Hot and cold water under pressure must be available at all sinks.

Bathrooms:

- Bottom of shower/tub shall have a textured floor that is slip-resistant, or provided with a bath mat, or adhesive strips.
- Clean towels and soap must be provided for hand washing.
- All fixtures and plumbing maintained in proper working order.
- All toilet facilities must include a toilet, sink, and bathtub or shower.
- All jetted tub shall be maintained in accordance with the Jetted Tub Cleaning and Sanitizing Guide (page 11) after each guest stay.



Kitchen:

- All appliances shall be clean and in good working order.
- All personal food, medications, alcohol, etc. are to be removed from the premises or kept in a lockable closet that is not accessible to renters.
- All food must be disposed of after each guest stay. If an operator chooses to provide non-meal food items for guest convenience, then it should be from an approved source and be prepackaged, single-serve only.
- Automatic ice bins and trays must be emptied, cleaned, and sanitized between guests.
- Utensils must be constructed with material that is easily cleanable and durable (example: wooden knife blocks are not allowed because they are porous and not easily cleaned).
- Clean towels and soap must be provided for hand washing.

Whenever multi-use glasses, dishes and utensils are provided for a guest, the items shall be washed, rinsed, and sanitized in an approved manner between each guest. If you do not want to sanitize the dishes between guests, you have the option to post a sign that instructs guests how to do this themselves. Example signs that you may use are provided on the next page. Rules for posting sanitizer instructions for guest are:

- 1) The sign shall be posted in a conspicuous location for guests to see (see examples on next page).
- 2) Provide either:
 - a) Bleach and a measuring device for guests to use to sanitize the utensils. The bleach shall be stored along with other cleaning products in the original, labeled container and out of reach of young children.
 - b) An NSF-certified residential sanitizing dish machine and proper instruction on how to use the sanitize cycle on the appliance.
- 4) Operators must, at minimum, wash with soap and water any multi-use glasses, dishes and utensils left out after each guest stay and wash any visibly soiled and dirty items in the cupboards.
- 5) Upon inspection, the operators shall be able to demonstrate full knowledge of their utensil washing practices with the Health Inspector.

- If no NSF dishwasher is provided, use this sign:

SANITIZING OF UTENSILS NOTICE

Food and beverage utensils have been provided in this unit as a guest convenience. They have not been sanitized. It is recommended that you wash with a detergent, rinse with clean water, and sanitize utensils before their use. To sanitize, after rinsing, add 1 teaspoon of unscented bleach per gallon of clean water and immerse utensils for a minimum of 30 seconds, then let air dry.

Bleach is located: _____

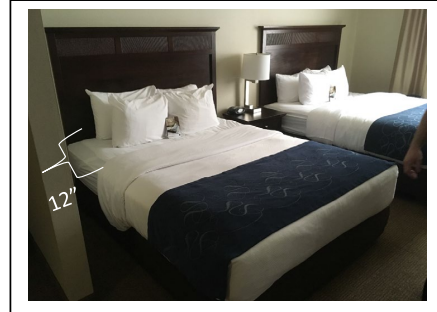
- If NSF certified dishwasher is provided, use this sign:

SANITIZING OF UTENSILS NOTICE

Food and beverage utensils have been provided in this unit as a guest convenience. They have not been sanitized. It is recommended that you wash and sanitize utensils before their use. To do so, please refer to the provided instructions on how to use the dishwasher. The dishwasher is NSF Certified and can meet the requirements to properly sanitize the dishes before use.

Bedrooms: (Sleeping Rooms)

- Every mattress shall be covered with a pad to protect it, and the mattress and pad shall be maintained clean and in good repair.
Note: If a pull-out couch or futon is being used for guest sleeping must also be provided with a mattress cover.
- Sheets shall be of sufficient size to cover the bed.
- All beds must have a fold-back over the blanket of at least 12 inches.
- Soiled linens shall be kept in containers used exclusively for soiled linen. Separate basket for only clean linens.
- Size of sleeping room: each bedroom should be of sufficient size to accommodate at least 400 cubic feet of air space for each person over 12 years of age and at least 200 cubic feet for each person under 12 years of age.
- Ceiling height shall be at least 7 ft high.
- Bunk Beds – see additional requirement on page 9.



Building Structure & Safety:

- Compliance with all state commercial building and fire safety codes is required.
- It is highly recommended for those owners who have a fuel (gas, wood, pellet, etc.) burning fireplace/stove allowed to be use by rental guest, should:
 - Check with their insurance company.
 - Have equipment inspected, cleaned, and maintained on annual basis (or per manufactures instruction).
 - Provide instructions on how to use equipment properly.
- Outdoor grills, smokers, fire pits or other cooking equipment should be kept 10 feet from the dwelling. Recommend securing equipment in a location you approve of.
- Outdoor (camp) fires shall be contained, controlled, and attended at all times.
- Appliances and furnishings shall be in good working order and to facilitate cleaning.
- All windows that can be opened shall be screened and screen doors shall be installed on dwellings that lack air conditioning.
- All exterior doors shall be key locking from the outside and non-key locking from the inside.
- Premises shall be maintained in a clean and safe condition.
- Crawl spaces under house or other areas/rooms you do not want guests to access, shall be secured with a lock.
- Deck and railings: secure, no loose/rotting boards, protruding nails or screws. No trip hazards.
- Guardrails and handrails are required on elevated surfaces, such as decks, patios, balconies, lofts, and staircases:
 - Greater than 24 inches from ground level
 - Flight of stairs with more than 3 risers
 - Guardrail/handrail requirements: (see diagram below)
 - 1. At least 36 inches in height
 - 2. Gaps between deck, railing and balusters (spindles) may be no more than 4 inches wide



Exits:

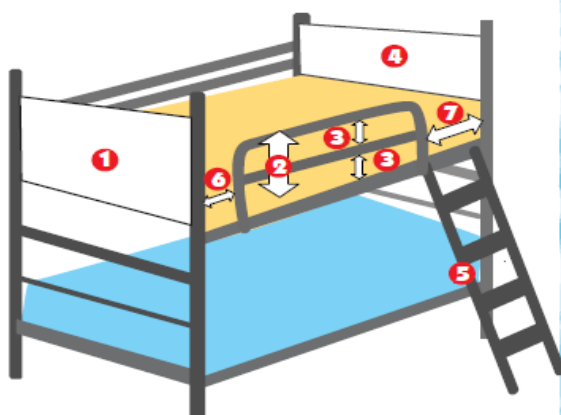
- **First Floor Exits:**
 - Two exit doors are required unless structure is less than 400 square feet.
 - At least one of the exits shall open directly to grade
 - If structure is less than 400 square feet one exit door and one egress window are required
- **Second Floor, requires two exits:**
 - One must be a stairway that leads to the first floor or end at grade
 - The other exit can be either a door that leads to a balcony or a window that complies with window exiting requirements.
- **Loft Exits:**
 - If loft exceeds 400 square feet, one stairway exit is required
 - If loft is less than 400 square feet, a stairway or ladder may be used
- **Basement and/or Ground Floor Exits:**
 - Each basement used for sleeping shall meet at **least two** of the following exit options:
 1. A door to the exterior of the building
 2. A stairway or ramp that leads to the floor above
 3. A stairway that leads to the garage provided the garage has an exit door other than the overhead door
 4. An egress window that complies with window exiting requirements located in EACH bedroom
- **Windows used for exiting:**
 - Windows used for exiting shall comply with the following rules:
 1. Able to open from the inside without the use of tools
 2. Dimensions of at least 20 inches by 24 inches
 3. Lowest point of opening shall be no more than 60 inches above the floor

Bunk Bed Safety:

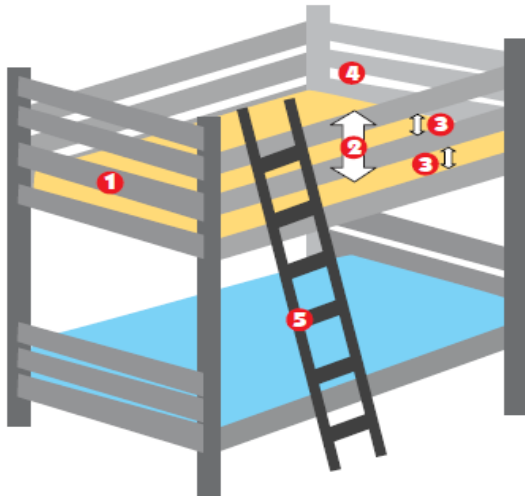
- Bunk beds require railings on top bed. Bunk rails are recommended to meet the requirements of 16 CFR 1513 (see diagram below)
- Shall not place bunk beds under ceiling fans or within striking distance of fan blades

Bunk Bed Guardrail Illustration

Non-Continuous (Open) Guardrail Bed Style

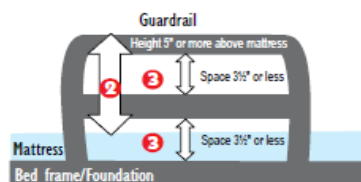


Continuous (Connected) Guardrail Bed Style



Note: Guardrail requirements apply to both sides of the bed when the bed is not secured against a wall.

- End structure at the head of the bed
- Guardrail height must be 5 inches or more above the mattress
- Vertical spacing between rails and between the lowest rail and the mattress foundation or bed frame may not exceed 3½ inches



- End structure at the foot of the bed
- Ladder
- An opening between the guardrail and the end structure at the head of the bed must be 15 inches or less
- An opening between a guardrail and an end structure at the foot of the bed is based on the occupant's age (see chart below for restrictions):

AGE*	OPENING
6 years old	No more than 22 inches wide
7 years old	No more than 23 inches wide
8 years old	No more than 24 inches wide
over 8 years old	No more than 25 inches wide

* Children less than 6 years old should not use the upper bed of bunk beds. Openings must be 22 inches or less to allow use by any age group 6 years and older. Beds designed for a younger age group may be used by older campers and staff.

Jetted Tub Cleaning & Sanitizing Guide:

One of the top ten complaints FSRL receives from the public involving lodging establishments, concerns the cleanliness of fill and drain jetted bathtubs. Specifically, the removal of organic materials that accumulate in the jets and hose lines of certain designs of recirculation systems in jetted bathtubs.

It is essential that all organic materials are removed from the jets, drains, drain covers, surfaces and hose lines of these bath tubs in order to prevent a situation where a waterborne disease could be passed from user to user. Organic materials frequently include fecal material, urine, other body fluids, oils, soap scum, hard water residues, slime, skin, mold, bacteria (*Pseudomonas aeruginosa*, *Legionella* spp.), fungus, and debris. Most tub manufacturers prohibit or discourage the use of oils/oil containing product, including skin and hair conditioners with jetted bath tubs. Unfortunately, body soaps are all made with fats and oils so will be a common residue in most tubs.

For this reason, special care and attention needs to focus on the hard to reach and clean parts of these bathtubs. If the jetted bath system has a power purge system, it should be activated between each tub use.

Between different patrons and at least once per week, the following cleaning regiment needs to occur:

1. Protect hands/arms/eyes/face/clothing and other carpet/floor surfaces before beginning this activity.
2. Use in room with sufficient air circulation.
3. Likely will need a two gallon pail, different size soft brushes, and soft cleaning cloths.
4. (If easily removable), remove all jet covers, drain covers and recirculation ports. Wash and scrub these separately in bathroom lavatory using appropriate grease dissolving detergents.
5. Stop the tub drain using appropriate cover to hold water in the tub.
6. Fill the tub to 2 inches above the jets with hot water/water temperature recommended by the detergent manufacturer.
7. Turn off the aeration jets.
8. Add the recommended amount of grease dissolving detergent per gallon of water in the tub. Let dissolve and mix toward the intake valve of the circulation pump. The detergent in combination with high temperatures may have harmful effects on the tub's surface and components. Do not exceed the temperatures as recommended by the tub's manufacturer.
9. Recirculate the solution in the tub and (hose lines) using the automatic systems (on the lowest setting to avoid foaming) of the tub for at least 10 minutes or as recommended by the manufacturer.
10. Clean and scrub the entire tub, jet inlets, and the drain itself with the recommended amount of grease dissolving detergent appropriate for the type of tub surface and tub hardware, using mechanical action, brushes (where necessary) and the detergent recommended water temperature.
11. Drain the tub.
12. Fill the tub (to above the jets) again and circulate clear water to remove detergent and residues.
13. Drain the tub.
14. Replace the jet and drain covers.

15. Fill the tub again to above the jets with luke warm clear water.
16. Sanitize the surface of the tub to reach all tub parts using no more than the recommended amount of sanitizer [appropriate for the surface] per gallon of water as recommended by the sanitizer manufacturer. Recirculate this solution using automatic systems for 5-10 minutes. (A spray solution [water with sanitizer] may be used if all parts of the tub, jets can be contacted.)
17. Drain the tub.
18. Let air dry. Do not rinse off the sanitizer.

Conventional (non-jetted) bathtubs and shower stalls should follow a similar regiment of cleaning and sanitizing.

CAUTION: Never mix chemicals! Never mix a detergent with a sanitizer!

All tubs/showers need to have slip resistant floor surfaces. If your tub/shower does not have a built in slip-resistant surface, provide a cleanable removable shower mat in order to prevent slips, falls and injury.

Common detergents: Powder or liquids designed to safely clean grease residues from fiberglass, acrylic, porcelain, ceramic tile, and grout and not damage chrome, stainless steel, or copper.

Common sanitizers:

- *Bleach (50-100 ppm) (1/4 oz/gallon of water)
- *Quaternary Ammonium sanitizers
- *Iodine designed for this purpose
- *Acid designed for this purpose
- *Hydrogen Peroxide

**List of Sanitizers that have been efficacy tested by DHS is available upon request*

Emergency Information: (recommend posting)

- In case of an emergency call: **911**
- Non-emergency call: **Sawyer County Dispatch 715-634-5213**
- Owner/Agent contact number: _____
- Property Address: _____

- Nearest Hospital: _____

Good Neighbor Guidelines:

(Recommend Posting)

The Good Neighbor Guidelines (GNG) were created to educate Tourist Rooming House (TRH) owners and tenants/guests on the importance of being a good neighbor. Be sure to greet & welcome neighbors!

1. **24-Hour Contact Information.** If at any time you have concerns about your stay or in regards to your neighbors, please call the 24-hour contact number listed in the rental lease agreement or posted in the unit. In the event of an emergency, please call 911. Non-emergency please call Sawyer County Dispatch at 715-634-5213.
2. **General Respect for Neighbors.** Be friendly, courteous, and treat your neighbors like you want to be treated. Respect your neighbors and their property.
3. **Noise.** Be considerate of the neighborhood and your neighbor's right to the quiet enjoyment of their home and property, especially during the hours of 10 p.m. – 8:00 a.m.
4. **Maintenance of Property.** Be sure to pick up after yourself and keep the property clean, presentable and free of trash.
5. **Garbage Disposal.** Place trash and recycling containers at the appropriate place and time for pickup. Return trash and recycling containers to the designated location within 12 hours after pickup. Cigarette butts should be properly extinguished and disposed of in the garbage.
6. **Parking & Traffic Safety.** Do not park on lawns or in a manner which blocks driveways, sidewalks, alleys or mailboxes. Drive slowly through neighborhoods and watch for pedestrians and children playing.
7. **Pets.** Promptly clean-up after your pets. Prevent excessive and prolonged barking, and keep pets from roaming the neighborhood. Control aggressive pets, and be sure to abide by the local leash laws. Store pet food indoors and in a secure container to reduce the likelihood of unwanted pest problems.
8. **Tenant/Guest Responsibility.** Approved guests and visitors are expected to follow the Good Neighbor Guidelines. Be sure to read your rental agreement for additional terms and restrictions, which may include consequences for violating the Good Neighbor Guidelines.
9. **Fireworks.** A permit is required if the device explodes or leaves the ground. Possessing or using any other fireworks, including, for example, firecrackers, roman candles, bottle rockets and mortars, in Wisconsin without a valid permit is illegal. Wis. Stat. 167.10(3).
10. **Campfire Etiquette.** Campfires are a place where people should be able to relax and enjoy the atmosphere and simplicity of life. But, sadly the actions of some can spoil it for everyone else. While we'd prefer that it wasn't the case, there are some rules, etiquette and laws that should be followed to ensure the enjoyment and safety of the campfire by all. **Please print and post Campfire Etiquette practices from page 13.** Again, be mindful of you neighbors.



Campfire Etiquette

1. CHECK LOCAL RESTRICTIONS ABOUT BURNING OPEN FIRES.

The rules relating to outdoor fires can change from place to place, so it's a good idea to familiarize yourself with the local laws and the [current fire danger](#). Homeowners usually have their own set of rules, but it's good to ensure that you are operating within them.

2. USE EXISTING FIRE-RING, IF AVAILABLE.

If you can avoid starting a fire-ring/pit from scratch, do so. Odds are the existing location is the best spot for the fire. Don't burn another piece of earth, and further reduce the useable area, just because you prefer the view 5 ft. over from the existing ring.

3. BE SMART ABOUT WHEN YOU BURN.

Even if you are well within the laws, but there are high winds blowing, you might want to rethink the fire. An uncontained fire can easily start a forest fire, especially if fueled by the wind. Be aware of the conditions. Do not allow thick, heavy smoke from smoldering fires to drift into neighboring yards and windows.

4. SAFETY FIRST!

Ensure that you have a bucket of sand and/or an adequate amount of water to put out the fire when you are done, or in case of an emergency. A shovel is also a very handy tool for managing/putting out fires.

5. FORAGING FOR FIREWOOD.

Some people may want to bring their own wood with them, however, we advise against this as it is possible to unwittingly aid in the spread of diseases and pests that target trees by bringing them with you to a new location. This can be detrimental to the long-term health of the local forest.

6. KEEP IT TO A MANAGEABLE SIZE.

Keep track of how much wood you are putting into the fire. It should be large enough to keep you warm and cook your food, not a bonfire to attract people from miles away; in which case you would probably need a special permit anyway.

7. NEVER, AND WE MEAN NEVER, LEAVE YOUR FIRE UNATTENDED.

Anything can happen when you aren't paying attention, and something that would probably only be a small issue can turn into a huge problem if there isn't anyone around to "nip it in the bud". There should always be someone, present and awake, who is in charge of the fire.

8. BE MINDFUL OF WHAT YOU ARE BURNING.

Only throw things into the fire that will burn completely without creating toxic fumes. Aluminum (foil, snack bags, cans), glass, and plastic should never be throw into the fire. If you mistakenly try to burn something non-combustible be sure to remove it from the fire pit once the fire has been extinguished and everything has been given adequate time to cool down.

9. BE CONSIDERATE OF OTHERS.

Odds are, especially on a long weekend, that you and your family/friends aren't going to be the only people enjoying the Northwoods. Be mindful of your activities, as avoid upsetting your neighbors. People often use campfires as a way to connect with nature, as well as each other. Therefore, things like playing loud music may be frowned upon. Ensure that you are being considerate of those around you. Do not allow thick, heavy smoke from smoldering fires to drift into neighboring yards and windows.

10. CLOSING CEREMONIES.

Ensure that the fire is completely extinguished before leaving the campsite or going to bed (this is when that water and shovel come in handy). Use the shovel to stir the fire and turn over any logs that may be still burning. Once satisfied that the fire is out, carefully put your hand over it to check that there is no more heat emanating from it.



- 20-15856 E Fifth St.
Hayward, WI
54843

MAY 2024 – SRC Report

- Cook in Stone Lake has been hired. Will be starting part time June 7.
- Fundraising
 - Red Schoolhouse Wines – Bingo on the Patio in May, June, July and August
 - Upcoming Cookouts & Events:
 - June 18 – Hayward SRC – 4 to 6 PM
 - July 5 & 6 – Lynn's Custom Meats and Catering 10 – 3 PM
 - Pie & Ice Cream Social – McCormick House Garden (in case rain will be held at Senior Center)
 - June 19th – Chippewa Valley Bank will be hosting “Scams and Seniors” at Hayward and Exeland Senior Centers
- 2025 – 2027 Aging Plan
 - Survey will be going out week of June 3 to all Congregate, Home Delivered, Carry out Meals
 - Surveys will be available at all Senior Meals Site for anyone wishing one or by call the Senior Resource Center in Hayward, 715-634-3000.
- Farmers Market Vouchers
 - Dates, times and Places for distribution of vouchers will be posted the week of June 3.
 - Sites: Hayward, Winter, Exeland, and Stone Lake
- Senior Resource Center Meeting with Sawyer County
 - How to better serve Seniors in Sawyer County
 - Senior Resource Center will develop a 3 Phase Plan. This plan will include in the Aging Plan.

As always if there are any questions, please call, email, or stop by, if you would like to come to the Senior Center please call ahead. We will be happy to answer your questions.

Mission Statement: To serve, support, assist, and advocate for the older adults of Sawyer County and their caregivers to achieve active fulfilled independent and healthy lives.

SAWYER COUNTY HEALTH AND HUMAN SERVICES

Adult Long Term Care

- Tier 1 Service: Aging and Disability Resource Center (ADRC)
 - Information and Assistance
 - Options Counseling
 - Eligibility Screening for Publically Funded Programs
 - Enrollment Counseling
 - Complete Preadmission Screen
 - Disability Benefit Specialist Services
 - Elder Benefit Specialist Services
 - Dementia Care Specialist Services
 - SSI-E Eligibility Assessment
 - Residency Review
- Tier 1 Service: Adult Protective Services (APS)
 - Elder Abuse and Adults at Risk: Investigation, Prosecution, Education, Short-Term Case Management
 - Protective Services
 - Guardianship: Filing (Limited) and Filing Assistance, Comprehensive Court Assessments, Information, Short-Term Case Management
 - Protective Placement: Filing and Filing Assistance, Information, Short-Term Case Management, Annual Reviews
 - Facilitate APS Interdisciplinary Team Meetings
- Tier 2 Service
 - Dementia Friendly Wisconsin; Powerful Tools for Caregiver Training; Dementia Friendly Business Training, Purple Tube Project; Music and Memory Program

Behavioral Health (BH: Substance Abuse, Mental Health, Chronically Mentally Ill) Service Response

- Tier 1 Services
 - County Out-Patient BH Counseling and/or Private Out-Patient BH Counseling Referral and/or Contract
 - 24/7 BH Crisis Intervention Service
 - BH Placements (e.g., Inpatient Mental Health & Detox)
 - Operating While Intoxicated (OWI) Assessments
 - Children's Long Term Support (CLTS) Waiver Program
- Tier 2 Services
 - Community Support Program (CSP)
 - Mobile Crisis
 - Comprehensive Community Services (CCS)
 - Transitions Community-Based Residential Facility (CBRF)
 - Prevention
 - Coordinated Services Team (CST)

Revised: 06-06-22

SAWYER COUNTY HEALTH AND HUMAN SERVICES

Child Protective Services

- Tier 1 Services
 - Intake (Access)
 - Investigation (Initial Assessment)
 - Court-Ordered Supervision
 - Child in Need of Protection and/or Services (CHIPS) Conversions in Family Court
 - Case Management (Including On-Going Services)
 - Foster Care
 - Termination of Parental Rights (TPR)
 - Kinship Care
 - Family First Implementation
 - QRTP (Quality Residential Treatment Program)
 - Guardianship
 - Subsidized Guardianship
 - ICWA (Indian Child Welfare)
 - Court Interventions (Various Civil Court Involvement for Families)
 - Crisis On-Call
 - Targeted Safe and Stable Families
 - Title IV E Grants-2 GAL (Guardian Ad Litem) Payment for Court CHIPS Families and for Attorneys for TPR
- Tier 2 Services
 - Respite
 - Stepparent Adoption

Youth Justice

- Tier 1 Services
 - Intake
 - Assessment
 - Court-Ordered Supervision
 - Case Management
 - Out of Home Placement (Contracted; Foster Care; Detention; Northwest Oasis)
 - YASI (Youth Assessment and Screening Instrument)
- Tier 2 Services
 - Restitution
 - Community Service
 - Substance Use Testing
 - Electronic Monitoring

Economic Support

- Tier 1 Service: Northern Income Maintenance Consortium (NIMC)
 - Food Stamps (FoodShare)
 - Medical Assistance
 - Energy Assistance
 - Child Care

Public Health

Refer to Separate *Public Health* Document Revised:

Revised 06-06-22

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Resolution _____

**AUTHORIZING CITATION AUTHORITY FOR SAWYER COUNTY HEALTH & HUMAN SERVICES AND APPROVING
AMENDMENT TO COUNTY ORDINANCES**

RESOLUTION TO AUTHORIZE SAWYER COUNTY HEALTH OFFICER OR ITS DESIGNEE TO ISSUE CITATIONS
PURSUANT TO SAWYER COUNTY ORDINANCE CHAPTER 1, ARTICLE II AND AMENDMENTS OF SAWYER COUNTY
ORDINANCE CHAPTER 1, ARTICLE 2.

WHEREAS, the purpose is to achieve greater efficiency and economy in enforcing certain Sawyer County
("County") Ordinances and to guarantee the fairness and consistency of enforcement procedures.

WHEREAS, pursuant to the authority granted by the Wisconsin Statutes, including but not limited to Wis. Stat.
Chs. 59 and 66, the County elects to use the citation method to enforce certain County Ordinances, including
those for which a statutory counterpart exists.

WHEREAS, the County Health Officer or its designees shall enforce the provisions of Sawyer County Ordinances
Chapter 14, Article II Human Health Hazards, pursuant to the authority granted by Wis. Stats. Chs. 251 and 254
as administered by the County Health and Human Services.

WHEREAS, the County Health Officer or its designees shall enforce the provisions of Sawyer County Ordinances
Chapter 14, Article III Licenses and Permits Regarding Agent Status, and pursuant to the authority granted by
Wis. Stats. Ch. 97 and Wis. Admin. Code Chs. ATP 72, 73, 75, 75A, 76, 78, 79 as administered by the County
Health and Human Services Department.

WHEREAS, the County wishes to amend the County Ordinances to specifically acknowledge that the County
Health Officer or its designees has authority to shall and enforce any Chapter 14 provisions of the County
Ordinances, as may be amended, thereby bringing the County Ordinances into alignment with the authority
granted to the County Health Officer and its designees in the Wisconsin Statutes.

WHEREAS, the amendment to the County Ordinances ("Amendment"), a copy of which is attached hereto and
incorporated herein as Exhibit A, was discussed at the County Health and Human Services Committee at its
meeting on June 11, 2024, and the County Health and Human Services Committee voted to _____
(recommend approval, recommend approval in part, or deny) of the Amendment to the County Board of
Supervisors _____.

NOW, THEREFORE, BE IT RESOLVED, the county board of supervisors of the county of Sawyer does
ordain as follows:

1. _____ of Amendment to County Ordinances. The Sawyer County Board of Supervisors
hereby _____ (approves and adopts OR denies approval of) the Amendment to the County
Ordinances attached hereto as Exhibit A.
2. Health, Welfare and Safety. The Sawyer County Board of Supervisors finds that the County's
action relating to the Amendment is beneficial to the health, welfare, safety and other interests
of Sawyer County's residents, taxpayers and visitors.

3. Additional Actions. The Sawyer County Health Officer, or its designee(s), shall take all necessary steps to ensure that Sawyer County Board of Supervisor's action and decision set forth herein is completed.

4. Conflict with Other Laws. Nothing in this Resolution shall be deemed to conflict with any other applicable state law, including Wis. Stat. Ch. 59, Wis. Stat. Ch. 66, or Wis. Stats. Ch. 97. In the event of any conflict between the Amendment and state law, the state law shall control.

FINANCIAL IMPACT TO SAWYER COUNTY: None

Recommended for _____ by the Sawyer County Board of Supervisors at its meeting on June 20, 2024, by the Health and Human Services Board on June 11, 2024.

Kay Wilson, Chair

Tweed Shuman, Vice Chair

Marshal Savitski, Member

Chuck Van Etten, Member

Jeff Hoehne, Member

Dawn Petit, Member

Carol Pearson, Member

Sabrina Dunlap, Member

Bill Trepanier, Tribal Liaison

This Resolution is hereby _____ by the Sawyer County Board of Supervisors this 20th day of June, 2024.

Ron Kinsley, Sawyer County Board of Supervisors Chair

Lynn Fitch, Sawyer County Clerk

EXHIBIT A – AMENDMENT OF COUNTY ORDINANCES

Sec. 1-2-3 of the County Ordinances shall be amended to read as follows (added text noted in underscore):

Sec. 1-2-3 Ordinances Affected

Citations may be issued in the enforcement of the following ordinances:

- (1) Sawyer County Zoning Ordinances (Appendix D).
- (2) Sawyer County Subdivision Control/Condominium Ordinance (Appendix C).
- (3) Sawyer County Private Sewage System Ordinance (Chapter 10, Article II).
- (4) Sawyer County Ordinance for Nonmetallic Mining Reclamation (Chapter 10, Article VI).
- (5) Sawyer County Property Address System Ordinance (Chapter 20, Article II).
- (6) Sawyer County Shoreland-Wetland Protection Ordinance (Appendix B).
- (7) Sawyer County Peace and Good Order Ordinance (Section 16-1-1).
- (8) Sawyer County Animal Control Ordinance (Chapter 4).
- (9) Sawyer County Synthetic Drug Establishments Ordinance (Chapter 8, Article II).
- (10) Sawyer County Health and Sanitation Ordinance (Chapter 14).

Sec. 1-2-4 of the County Ordinances shall be amended to read as follows (added text noted in underscore):

Sec. 1-2-4 Authorized person to issue citations.

The following persons may issue citations authorized under this article:

- (1) Any County law enforcement officer.
- (2) Any designated employee of the County Zoning and Conservation Department.
- (3) Any designated employee of the Land Records Department.
- (4) The County Health Officer, or any employee of the County Health and Human Services Department designed by the County Health Officer.



HEALTH & HUMAN SERVICES

Sawyer County Courthouse
10610 Main, Suite 224
Hayward, WI 54843

715.634.4806 or 800.569.4162

Health Services Fax
715.634.3580
Human Services Fax
715.634.5387

Adult Long-Term Care (ALTC) Unit April 2024 Report to the Sawyer County Health and Human Services Board

Submitted by Carol Martin, ALTC Unit Supervisor

Aging and Disability Resource Center of the North (ADRC-N)/Sawyer County Branch Information & Assistance (I&A)

- In April, the ADRC-N transitioned to the new Regional I&A model. Local I&A- Heather started training for her new role and DCS/Regional I&A- Joanie started her new role.
- ADRC joined We Care of Barron and Sawyer Counties.
- ADRC employees attended LCO Health Fair and LCO Elder Center/ADRS Grand Opening

ADRC-N Information & Assistance (I&A)

- There was a sharp increase in referrals from the approx. 19 referrals received in the last few months.
- Approx. 31 referrals in April 2024 were assigned to our full-time I&A specialist. During the month, Heather was training in and assisting with cases when possible. I&A specialists provide options counseling and conduct functional screens as well as provide enrollment/disenrollment counseling for long-term care options. Many referrals continue to need to be coordinated with APS staff due to the dual nature of the referrals.
- In April 2024, there were 35 walk-ins counted, also an increase from previous months.

Dementia Care Specialist (DCS)

Our Dementia Care Specialist continues to provide information and support for individuals with dementia, family caregivers and the community at large. She continues to coordinate the Sawyer County Dementia and Caregiver Network. In April 2024,

- 4 consults
- ADRC of the North DCS e-newsletter was emailed to 296 people. 133 were from Sawyer County.
- Marketing: Facebook, newspapers, websites, emails. Events on back and some flyers attached.
- DCS held training on Dementia Crisis to Sheriff's Office as well as City, Town and LCO Police.

Benefit Specialists- Elder Benefit Specialist (EBS) & Disability Benefit Specialist (DBS)

- New Referrals- 20; Clients Contacted- 127.
- Attended Regional EBS Training (8 hours) and attended Zoom mtg for Midwest Disaster Preparedness for Organizations That Serve and Support People with Disabilities and Older Adults.
- Outreach to Senior Resource Center 04/30. Soon to be extended to all meal sites and a location in Winter.

Adult Protective Services (APS) –

27 open investigations from January 1, 2024, through April 2024.

Note: Some cases fell into multiple categories.

- **6 cases of emotional, physical, or verbal abuse, or neglect.** *Abuse & neglect includes Physical abuse: Inflicting or threatening to inflict physical pain or injury or depriving a person of his/her basic needs. Emotional abuse: Inflicting mental pain, anguish, intimidation, distress, or threats via verbal or non-verbal means. Sexual abuse: Non-consensual sexual contact of any kind. Neglect: Refusal or failure by those responsible to provide food, shelter, healthcare, or protection.*
- **9 Cases of Self-neglect.** *Self-neglect: Inability or failure of an elder or adult at risk to provide or obtain adequate care for him/herself*
- **10 cases of Financial Exploitation.** *Financial exploitation can include fraud, theft, fiscal agent misconduct, forgery, coercing someone to give against their will, or illegal or unauthorized taking or using of funds, property, or assets. Financial exploitation cost Sawyer County residents unknown at this time, investigation in progress.*
- **28 Cases** have been screened out not meeting APS criteria, some not all, were referred to other agencies such as ADRC, Senior Center or state agencies such as Judicare or Guardian Support Center.

Law Enforcement collaborations. Sawyer County continues to collaborate on cases and meet with local law enforcement as needed.

- **Multi-Disciplinary Team-** APS hosts quarterly MD Team meetings which *coordinate the efforts of various agencies/departments dealing with elder abuse, elder neglect and adults-at-risk; provide case consultation for the line workers who deal with elder abuse and adult-at-risk cases; identify and correct service gaps in the current support network; and decrease elder abuse, elder neglect and abuse towards vulnerable adults by developing resources and implementing preventative strategies.*

Upcoming!

Ongoing:

- 2nd Tuesdays of each month from 10am to 12 noon at the Weiss Community Library - Brain Health Check-up (memory screens done in study rooms by DCS).

3/06 Powerful Tools for Caregivers
Wednesday 3p-4:30p sessions
through 04/17

4/16 DCS training for Law Enforcement
& 04/18

05/09 DCS Caregiver Conference (in-
person virtual watch parties) at SRC,
TADRS, WALDO 1p-4p

05/21 More than Memory Loss- DCS
presentation at the Hayward Library
meeting room 10-11:30a

06/15 World Elder Abuse Awareness Day

06/17 Hayward Community Food Shelf –
Beyond Food: booth in line from
8:30am to noon.

06/27 Dementia Live Interactive Experience
for all SC employees

07/15 Hayward Community Food Shelf –
Beyond Food: booth in line from
8:30am to noon

07/16 Maintain Your Brain- DCS
presentation at the Hayward Library
meeting room 10-11:30a

07-10q Dementia Live for Caregivers, Family
and Friends. 3rd Tues. 1p,-4pm and
4th Thursday 10a-1pm

08/02 Powerful Tools for Caregivers
Wednesday 3p-4:30p sessions
through 09/11

08/19 Hayward Community Food Shelf –
Beyond Food: booth in line from
8:30am to noon.

10/04 Powerful Tools for Caregivers
Wednesday 3p-4:30p sessions
through 11/06

10/15 Join Their Journey- DCS presentation
at the Hayward Library meeting room
10-11:30a

10/15 Medicare Open Enrollment Period
Begins (ends 12/07)

10/28 Hayward Community Food Shelf –
Beyond Food: booth in line from
8:30am to noon

01/01 Medicare General Enrollment &
Advantage Plan Open Enrollment
Begins (ends March 31)

Celebration Days (a work in progress)

04	• Healthcare Decisions Week
05	• Aging & Disability Resource Center Month • Older Americans Month 2024 theme: Powered by Connection. Release is at https://acl.gov/oam/2024/older-americans-month-2024
06	• ADRC Recognition Month • Alzheimer's and Brain Awareness Month • Elder and Benefit Specialist Appreciation week • World Elder Abuse Awareness Day • Deafblind Awareness Week

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Learn at the Library

- What is dementia anyway?
- Anything I can do now for myself to possibly prevent dementia?
- How do I show respect for someone living with dementia to maintain their dignity?
- How do I make my life better for myself as a caregiver?

Tuesdays, 10am to 11:30am
In the Meeting Room

- **May 21 – More Than Memory Loss**
- **July 16 – Maintain Your Brain**
- **Oct 15 – Join their Journey**

Sherman & Ruth Weiss
**Community
Library**

10788 State Hwy 22/77, Hayward, WI 54843

Walk-in or call to let us know you are joining us - 866-663-3607
Attend as many sessions as you like.

Questions? Need information or support now?
Contact the ADRC Sawyer County
Dementia Care Specialist: 866-663-3607





Brain Check-Up

Normal Aging... or Something Else?



A **brain health check-up** (memory screen) is a wellness tool that helps identify possible changes in memory and cognition.

You screen for other things,
why not your memory?

This tool records a baseline of where you are right now, and allows you to monitor future changes.

It's **Free**, confidential, and takes only 15 minutes!

Second Tuesdays of each Month **10am to noon**

Have a brain check-up, connect to resources,
and have your questions answered by our
Dementia Care Specialist (DCS)!

Walk-in or call to schedule a time: 866-663-3607

Sherman & Ruth Weiss
**Community
Library**

10788 State Hwy 22/77
Hayward, WI 54843

Get immediate result

Keep your results for future comparisons and/or share with your doctor.
(Or DCS can fax to your doctor with your approval.)

Early detection is important

Just as blood pressure, cancer, diabetes, or stroke screening contribute to prevention and better treatments, so do memory screens.

Treatment may be possible

Some types of dementias are reversible, like those from nutritional & vitamin deficiencies, depression, thyroid issues, and more.

Knowledge means more control

Dementias that are not reversible may be treated with medications that could help with symptoms and preserve quality of life for a longer period of time.

Questions? Call ADRC-N Sawyer County
Dementia Care Specialist: 866-663-3607

DEMENTIA Live®

Proven. Powerful. Essential.



A Experience for All Employees of Sawyer County

Dementia Live® offers a unique inside-out understanding of dementia as well as the aging process. Participants will gain a heightened awareness of the challenges associated with living with dementia and leave with valuable tips and tools to improve communication and connection.



June 27th, 2024

10am to 1pm

Walk-in, call, or email your
Dementia Care Specialist:

866-663-3607

jzecherle@sawyerhs.hayward.wi.us

Space is limited!
Groups up to 8 - 20 minutes at a time.

Human Health Services
Upstairs Conference Room



DEMENTIA Live®

Proven. Powerful. Essential.



A Experience for Sawyer County Health and Human Services Employees

Dementia Live® offers a unique inside-out understanding of dementia as well as the aging process. Participants will gain a heightened awareness of the challenges associated with living with dementia and leave with valuable tips and tools to improve communication and connection.



June 27th, 2024

10am to 1pm

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866-663-3607

jzecherle@sawyerhs.hayward.wi.us

Space is limited!
Groups up to 8 - 20 minutes at a time

Human Health Services
Upstairs Conference Room



DEMENTIA Live®

Proven. Powerful. Essential.

A Experience For Caregivers, Family, and Friends

Join for a high-impact immersion experience that brings inside-out understanding of cognitive impairment and sensory changes. You will leave with tools for igniting change in your role as care partner.



July 2024 to October 2024
3rd Tues each month: 1pm to 4pm
4th Thurs each month: 10am to 1pm

Walk-in, call, or email your
Dementia Care Specialist:
866-663-3607

jzecherle@sawyerhs.hayward.wi.us

County Courthouse
Human Health Services Building
Upstairs Conference Room

Dementia Live® will
transform and empower
your staff and families!





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Report on Behavioral Health Programs
05.30.24

Behavioral Health Outpatient Clinic

Services are still being offered on a limited basis as the two clinicians that are employed by this agency are supervising many different programs and employees as well as trying to provide outpatient clinical services. Supervisor Carlson is continuing to work closely with Director Lyons reorganizing the department in the hopes of utilizing what few staff we have in the most beneficial manner to current clients and providing information and referrals to community members who come seeking guidance on local mental health and substance use disorder services.

CCS Program (Comprehensive Community Services)

Currently we have three clients on this program, no new referrals and one pending discharge. Northland Counseling has yet to have their second clinician certified as a CCS provider. SD Carlson and SF Hailey Sands will continue to work with CPS, YJ, CLTS and outside agencies when referrals are made to the CCS Program.

CST Program (Coordinated Services Teams)

Currently we have nine clients enrolled and one client in the initial enrollment phase. The CST Systems of Care Coordinating Committee Meeting will be held on 06.12.24 via zoom only as someone booked the Assembly Room over the time we had already reserved. The date for our state program review has finally been set for 07.12.24.

CLTS (Children's Long-Term Support Waiver) Program/CCOP (Children's Community Options Program)

At this time, we have forty-seven enrolled clients on the CLTS Program which includes one transfer client from another county, three clients in the initial intake phase, three pending clients and no discharges this month. Our next county collaborative meeting is set for June 11, 2024.

Respectfully,

Alicia D. Carlson

M.S., LPC, NCC, ICS, CSAC, CCTP, IDP-AT

Behavioral Health Programs Clinic Supervisor/CCS Service Director

715-638-3303

acarlson@sawyerhs.hayward.wi.us

MENTAL HEALTH MONTHLY EXPENSE REPORT FOR HHS BOARD 2024

	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL	Annual Projection:
Bayfield County for 2023 Regional MH Crisis Line	-	\$1,070.00	-	-	-	-	-	-	-	-	-	-	\$1,070.00	\$1,070.00
Brotoloc (CBRF)	-	-	-	-									\$0.00	\$0.00
City of Hayward (MH transport)	\$658.21	-	-	-									\$658.21	\$1,974.63
Corporation Counsel & Attorney fees	-	-	-	-									\$0.00	\$0.00
Helping Hands Family Services (guardian)	\$200.00	\$225.00	\$225.00	\$714.24									\$1,364.24	\$2,700.00
Inpatient Hospitalization	-	-	-	-									\$0.00	\$0.00
Limitless Possibilities (AFH) \$1485/day	\$46,035.00	Invoice not received in Feb.	\$89,100.00	Invoice not received in Apr.									\$135,135.00	\$542,025.00
New Beginnings of Barron County (CBRF) \$215/day	\$6,665.00	\$6,235.00	\$6,665.00	Invoice not received in Apr.									\$19,565.00	\$78,690.00
Northland Community Support Program	\$86,083.67	\$86,083.67	\$86,083.67	\$86,083.67									\$344,334.68	\$1,033,004.00
Northland Crisis Bed	\$2,994.75	\$2,848.00	-	\$8,229.75									\$14,072.50	\$42,217.50
Northland Mobile Crisis	\$4,127.75	\$3,029.75	\$3,471.75	\$4,537.00									\$15,166.25	\$45,498.75
Sawyer County Jail (MH transport)	-	-	-	-									\$0.00	\$0.00
Talon & REDI Transports (MH)	\$1,635.00	\$1,532.50	\$1,762.50	-									\$4,930.00	\$14,790.00
Transitions-MH (CBRF) Net cost reported fluctuates with census and revenue received.	\$25,672.34	\$28,267.18	\$25,867.56	\$22,721.37									\$102,528.45	\$307,585.35
Trempealeau County Health Care Center Net cost reported fluctuates with census and revenue received.	\$11,029.70	\$21,324.70	\$11,005.00	\$10,702.50									\$54,061.90	\$162,185.70
Winnebago MHI Net cost reported fluctuates with census and revenue received.	(\$55,650.66)	(\$9,700.00)	\$19,202.00	(\$14,408.00)									-\$60,556.66	\$438,000.00
TOTAL by Month	\$129,450.76	\$140,915.80	\$243,382.48	\$118,580.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$632,329.57	\$2,669,740.93

Total Annual Projection:
\$2,669,740.93

check figure: \$632,329.57

*Net Cost reported (Expense minus revenue collected from client, insurance, or Medical Assistance)

*Number based on contract or daily rate

*Based on average of past two years



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715.634.5387

Sawyer County CPS and OHC Report

April 2024

Access and Initial Assessment:

- Access Reports Received = 21
- Screened In Reports = 10
- Screened Out Reports = 11
- Referred to Northwest Connections = 4

Out of Home Care = 33

CPS: 25

Non-Relative Foster Home = 21

Relative Foster Home = 2

Court Ordered Kinship Care = 2

Total YJ: 8

Lincoln Hills/Mendota = 3

Residential = 2

180 Program (Secure through Eau Claire JDC) = 3

Group Home = 0

Respectfully Submitted by:

Sarah Inczauskis

Children, Youth, and Families Supervisor



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April 2024 Youth Justice Report

March 2024 Total Referrals: 12

Pending Scheduled Intakes: 0
Counseled and Closed: 4
Recommended DPA: 5
Recommended DA File Petition: 1
Recommended Waiver to Adult Court: 0
Recommend Serious Juvenile Offender Program: 0
Jurisdiction in Different County/State -Sent Referral: 0
TPC (Temporary Physical Custody-JDC): 0
Handled Through Current Court Order: 2

Ongoing Supervision

Deferred Prosecution Agreements: 18
Consent Decrees: 0
Adjudications/Court Orders: 25
JIPS Orders: 0

Current Out of Home Placements: 8
Currently Pending in Court: 3
Secure Detention Holds: 0
Serious Juvenile Offender Program: 1
Active Capias (warrant): 3

2024 Total Youth Justice Referrals: 24

Total Open Cases: 44

Sarah Inczauskis: 2 Ongoing | 1 Pending Court Case
Shannon Krause: 15 Ongoing | 3 Pending Court Cases (capias')
Kim Lambert: 18 Ongoing | 1 Pending Court Case
Amy Thompson: 5 Ongoing

Respectfully Submitted,

Sarah Inczauskis, CSW

Children, Youth, and Families Supervisor

2024 Children in Substitute Care

FOSTER CARE																		
Sex/ Race	Age/Date Initial Plct	Foster Care Length	Placing Agency	January	February	March	April	May	June	July	August	September	October	November	December	Total	Refunds	Total
M/NA	4 03/01/22	792 days	LCO	\$ 1,355.00	\$ 1,355.00	\$ 1,355.00	\$ 1,355.00									\$ 5,420.00		\$ 5,420.00
M/NA	11 03/13/22	415 days	LCO	\$ 1,012.00	\$ 1,012.00	\$ 1,012.00	\$ 1,012.00									\$ 4,048.00		\$ 4,048.00
M/NA	10 08/25/23	250 days	LCO	\$ 1,291.00	\$ 1,341.83	\$ 1,425.00	\$ 1,425.00									\$ 5,482.83	\$ 25.69	\$ 5,457.14
F/W	5 01/05/23	482 days	SCHHS	\$ 579.00	\$ 579.00	\$ 579.00	\$ 579.00									\$ 2,316.00	\$ 1,788.00	\$ 528.00
F/W	13 08/09/21	996 days	SCHHS	\$ 607.00	\$ 607.00	\$ 607.00	\$ 607.00									\$ 2,428.00	\$ 43.15	\$ 2,384.85
F/W	8 08/09/21	987 days	SCHHS	\$ 903.00	\$ 903.00	\$ 903.00	\$ 632.10									\$ 3,341.10	\$ 43.15	\$ 3,297.95
M/W	1 05/04/22	719 days	SCHHS	\$ 673.00	\$ 673.00	\$ 673.00	\$ 673.00									\$ 2,692.00		\$ 2,692.00
F/NA	9 02/22/24	69 days	SCHHS	\$ 0.00	\$ 224.83	\$ 815.00	\$ 815.00									\$ 1,854.83		\$ 1,854.83
F/NA	7 02/22/24	69 days	SCHHS	\$ 0.00	\$ 167.45	\$ 607.00	\$ 607.00									\$ 1,381.75		\$ 1,381.75
F/NA	1 10/03/22	576 days	SCHHS	\$ 589.00	\$ 589.00	\$ 589.00	\$ 589.00									\$ 2,356.00		\$ 2,356.00
F/NA	1 10/03/22	576 days	SCHHS	\$ 589.00	\$ 589.00	\$ 589.00	\$ 589.00									\$ 2,356.00		\$ 2,356.00
F/NA	2 01/19/22	833 days	SCHHS	\$ 749.00	\$ 749.00	\$ 749.00	\$ 749.00									\$ 2,996.00		\$ 2,996.00
F/NA	1 01/19/22	833 days	SCHHS	\$ 605.00	\$ 605.00	\$ 605.00	\$ 605.00									\$ 2,420.00		\$ 2,420.00
F/NA	3 04/01/23	396 days	SCHHS	\$ 529.00	\$ 529.00	\$ 529.00	\$ 529.00									\$ 2,116.00		\$ 2,116.00
M/NA	0 01/11/24	111 days	LCO	\$ 587.32	\$ 537.00	\$ 537.00	\$ 537.00									\$ 2,198.32		\$ 2,198.32
M/W	1 03/24/23	414 days	SCHHS	\$ 1,349.00	\$ 1,277.00	\$ 1,277.00	\$ 1,213.00									\$ 5,116.00		\$ 5,116.00
F/NA	10 08/15/22	593 days	LCO	\$ 1,004.00	\$ 1,004.00	\$ 1,004.00	\$ 970.53									\$ 3,982.53		\$ 3,982.53
F/NA	11 11/30/21	850 days	LCO	\$ 1,120.13	\$ 1,148.00	\$ 721.16	\$ 0.00									\$ 2,989.29		\$ 2,989.29
M/B	17 04/18/24	1 day	SCHHS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19.07									\$ 19.07		\$ 19.07
F/B	1 04/18/24	1 day	SCHHS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 183.36									\$ 183.36		\$ 183.36
M/B	4 04/18/24	1 day	SCHHS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 220.84									\$ 220.84		\$ 220.84
TOTAL				\$13,541.45	\$13,890.11	\$14,576.16	\$13,909.90									\$ 55,917.62	\$ 1,899.99	\$ 54,017.63

SCHHS Total: \$29,922.35
LCO Total: \$24,095.28

TREATMENT FOSTER CARE																		
Sex/ Race	Age/Date Initial Plcmt	Tx Foster Length	Placing Agency	January	February	March	April	May	June	July	August	September	October	November	December	Total	Refunds	Total
M/NA	5 07/30/18	897 days	LCO	\$ 4,043.34	\$ 3,859.06	\$ 4,043.34	\$ 3,951.20									\$ 15,896.94		\$ 15,896.94
M/W	16 06/05/23	237 days	SCHHS	\$ 3,437.92	\$ 0.00	\$ 0.00	\$ 0.00									\$ 3,437.92	\$ 1,328.00	\$ 2,109.92
TOTAL				\$ 7,481.26	\$ 3,859.06	\$ 4,043.34	\$ 3,951.20									\$ 19,334.86	\$ 1,328.00	\$ 18,006.86

SCHHS Total: \$ 2,109.92
LCO Total: \$15,896.94

RESIDENTIAL CARE																		
Sex/ Race	Age/Date Initial Plcmt	Residential Length	Placing Agency	January	February	March	April	May	June	July	August	September	October	November	December	Total	Refunds	Total
F/NA	16 07/31/23	275 days	SCHHS	\$23,947.50	\$22,402.50	\$23,947.50	\$23,175.00									\$ 93,472.50		\$ 93,472.50
M/NA	15 12/04/23	136 days	SCHHS	\$27,590.00	\$12,927.20	\$22,502.90	\$21,777.00									\$ 84,797.10		\$ 84,797.10
F/NA	12 04/30/24	1 day	LCO	\$ 0.00	\$ 0.00	\$ 0.00	\$ 890.00									\$ 890.00		\$ 890.00
TOTAL				\$51,537.50	\$35,329.70	\$46,450.40	\$45,842.00									\$179,159.60		\$179,159.60

SCHHS Total: \$178,269.60
LCO Total: \$ 890.00

GROUP HOME																		
Sex/ Race	Age/Date Initial Plcmt	Group Home Length	Placing Agency	January	February	March	April	May	June	July	August	September	October	November	December	Total	Refunds	Total
M/W	14 10/05/23	105 days	SCHHS	\$ 7,545.96	\$ 0	\$ 0	\$ 0									\$ 7,545.96		\$ 7,545.96
TOTAL				\$ 7,545.96	\$ 0	\$ 0	\$ 0									\$ 7,545.96		\$ 7,545.96

SCHHS Total: \$ 7,545.96
LCO Total: \$ 0

SUBSIDIZED GUARDIANSHIP																		
Sex/ Race	Age/Date Initial Plcmt	Sub Guard Length	Placing Agency	January	February	March	April	May	June	July	August	September	October	November	December	Total	Refunds	Total
F/NA	13 03/20/24	42 days	LCO	\$ 0.00	\$ 0.00	\$ 432.00	\$ 1,116.00									\$ 1,548.00	\$	\$ 1,548.00
F/NA	8 12/05/19	550 days	LCO	\$ 572.00	\$ 572.00	\$ 572.00	\$ 572.00									\$ 2,288.00	\$ 40.00	\$ 2,248.00
F/NA	3 06/20/17	1,899 days	SCHHS	\$ 420.00	\$ 420.00	\$ 420.00	\$ 420.00									\$ 1,680.00	\$ 221.04	\$ 1,458.96
F/NA	3 05/26/21	605 days	LCO	\$ 560.00	\$ 560.00	\$ 560.00	\$ 560.00									\$ 2,240.00		\$ 2,240.00
M/NA	3 05/26/21	605 days	LCO	\$ 696.00	\$ 696.00	\$ 696.00	\$ 696.00									\$ 2,784.00		\$ 2,784.00
M/NA	4 05/26/21	605 days	LCO	\$ 632.00	\$ 632.00	\$ 632.00	\$ 632.00									\$ 2,528.00		\$ 2,528.00
M/W	3 07/12/13	3,292 days	SCHHS	\$ 670.00	\$ 670.00	\$ 670.00	\$ 670.00									\$ 2,680.00	\$ 342.75	\$ 2,337.25
TOTAL				\$ 3,550.00	\$ 3,550.00	\$ 3,982.00	\$ 4,666.00									\$ 15,748.00	\$ 603.79	\$ 15,144.21

SCHHS Total: \$ 3,796.21
LCO Total: \$ 11,348.00

Year	Foster Care		Treatment Foster Care		Residential Care		Group Home		Subsidized Guardianship	
2020	SCHHS	\$ 25,596.84	SCHHS	\$ 15,383.41	SCHHS	\$ 66,498.58	SCHHS	\$58,010.74	SCHHS	\$ 8,040.00
	LCO	\$105,366.12	LCO	\$ 98,488.13	LCO	\$661,852.75	LCO	\$92,181.48	LCO	\$20,959.32
2021	SCHHS	\$ 31,020.00	SCHHS	\$ 47,192.06	SCHHS	\$178,623.75	SCHHS	\$57,939.05	SCHHS	\$12,297.84
	LCO	\$ 94,377.60	LCO	\$ 102,220.60	LCO	\$660,098.66	LCO	\$19,238.18	LCO	\$20,199.85
2022	SCHHS	\$ 57,849.70	SCHHS	\$ 87,373.27	SCHHS	\$360,992.96	SCHHS	\$ 7,950.00	SCHHS	\$12,223.76
	LCO	\$103,084.96	LCO	\$ 116,038.20	LCO	\$324,626.34	LCO	\$ 0	LCO	\$25,989.08
2023	SCHHS	\$ 83,791.99	SCHHS	\$ 42,838.26	SCHHS	\$641,345.94	SCHHS	\$36,952.08	SCHHS	\$10,447.21
	LCO	\$ 56,351.39	LCO	\$ 79,958.72	LCO	\$109,904.24	LCO	\$ 0	LCO	\$37,442.00



HEALTH & HUMAN SERVICES

Sawyer County Courthouse
10610 Main, Suite 224
Hayward, WI 54843

715.634.4806 or 800.569.4162

Health Services Fax

715.634.3580

Human Services Fax

715.634.5387

May 29, 2024

Economic Support Unit Update

April Sawyer County

FoodShare Cases – 1,125

FoodShare Recipients – 1,956

FoodShare Benefits Issued - \$279,629.00

BadgerCare Plus Cases – 1,465

Elderly, Blind, Disabled Cases – 543

Long Term Care Cases – 185

April 2024 Northern Income Maintenance Consortium Timeliness Performance

Call Center Answer Rate – 8,264 Calls Answered, Answer Rate 96.38%, Longest wait time 53.73 minutes

FoodShare Applications – 1,174 Applications Processed, Processed Timely 100%

Health Care Applications – 937 Applications, Processed Timely 99.47%

Renewals Processed – 3,613 Renewals, Processed Timely 99.28%

FoodShare Six Month Report Forms Processed – 808, Processed Timely 98.09%

Respectfully,

Shawna K. White

Resolution Coordinator

Northern Income Maintenance Consortium

Economic Support Supervisor

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.



Budget Performance Report

Fiscal Year to Date 04/30/24

Only Show Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services										
REVENUE										
41110	General Property Taxes	2,500,000.00	.00	2,500,000.00	208,333.33	.00	833,333.32	1,666,666.68	33	2,491,296.00
43593	State Aid-Disaster Declaration	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	.00
43650	St. Aid	3,146,213.00	.00	3,146,213.00	464,490.22	.00	708,836.08	2,437,376.92	23	4,217,049.67
46600	Client Collections-Medicaid	1,649,696.00	.00	1,649,696.00	64,508.86	.00	261,201.54	1,388,494.46	16	1,300,845.82
48500	Donations from Org./HHS	628,920.00	.00	628,920.00	52,409.97	.00	209,639.88	419,280.12	33	515,032.44
49210	Transfer From General Fund	600,000.00	.00	600,000.00	.00	.00	.00	600,000.00	0	.00
49300	Use of Fund Balance	747,199.00	.00	747,199.00	.00	.00	.00	747,199.00	0	.00
REVENUE TOTALS		\$9,275,028.00	\$0.00	\$9,275,028.00	\$789,742.38	\$0.00	\$2,013,010.82	\$7,262,017.18	22%	\$8,524,223.93
EXPENSE										
50111	Regular Salaries	2,420,023.00	.00	2,420,023.00	162,303.64	.00	681,714.41	1,738,308.59	28	2,088,430.57
50112	Salaries Overtime	.00	.00	.00	1,308.03	.00	6,627.72	(6,627.72)	+++	23,637.74
50141	Committee Per Diems	1,800.00	.00	1,800.00	100.00	.00	450.00	1,350.00	25	1,250.00
50144	Term Life Ins./Employer's Share	1,050.00	.00	1,050.00	84.00	.00	335.18	714.82	32	997.31
50147	Workers Comp	49,582.00	.00	49,582.00	3,187.21	.00	13,337.66	36,244.34	27	26,866.12
50151	FICA-Employer's Share	184,496.00	.00	184,496.00	11,829.84	.00	50,128.27	134,367.73	27	153,151.10
50152	Retirement-Employer's Share	157,933.00	.00	157,933.00	11,204.32	.00	45,225.22	112,707.78	29	137,770.76
50154	Hospital and Health Insurance	621,166.00	.00	621,166.00	40,168.73	.00	166,497.51	454,668.49	27	482,376.13
50155	Flex Administration Fees	2,283.00	.00	2,283.00	186.83	.00	757.84	1,525.16	33	2,304.74
50156	Health Reimb. Acct.	59,520.00	.00	59,520.00	.00	.00	51,929.45	7,590.55	87	55,108.05
50158	Unemployment Compensation	.00	.00	.00	97.74	.00	1,638.79	(1,638.79)	+++	127.87
50216	Contracted Services	133,760.00	.00	133,760.00	.00	.00	.00	133,760.00	0	290.31
50220	Contracted Expenses	4,900,851.00	.00	4,900,851.00	335,750.52	.00	1,363,828.96	3,537,022.04	28	5,096,607.58
50225	Telephone	15,614.00	.00	15,614.00	2,466.00	.00	9,311.24	6,302.76	60	27,046.55
50242	Repair & Maint.	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	525.20
50311	Postage	6,000.00	.00	6,000.00	218.31	.00	586.66	5,413.34	10	3,653.42
50312	Office Supplies	11,635.00	.00	11,635.00	229.34	.00	1,548.79	10,086.21	13	8,284.78
50313	Printing	18,131.00	.00	18,131.00	2,045.47	.00	8,795.25	9,335.75	49	18,395.01
50314	Small Items of Equipment	9,138.00	.00	9,138.00	352.35	.00	6,072.91	3,065.09	66	49,970.61
50321	Publications/Legal Notices	9,850.00	.00	9,850.00	885.00	.00	2,629.01	7,220.99	27	13,144.69
50325	Registration Fees	26,585.00	.00	26,585.00	206.30	.00	5,350.25	21,234.75	20	11,378.98
50329	Subscriptions	5,250.00	.00	5,250.00	4,174.37	.00	6,257.48	(1,007.48)	119	15,667.86
50331	Software, Licensing, Maint. Fees	29,365.00	.00	29,365.00	209.58	.00	3,447.90	25,917.10	12	42,661.88
50333	Rent	.00	.00	.00	.00	.00	.00	.00	+++	25.00
50335	Meal Expenses	.00	.00	.00	149.94	.00	297.60	(297.60)	+++	505.91
50339	Travel	24,287.00	.00	24,287.00	2,502.44	.00	5,075.26	19,211.74	21	13,120.92
50340	Operating Supplies	1,750.00	.00	1,750.00	2,753.36	.00	3,167.36	(1,417.36)	181	2,822.03
50344	Supplies	17,500.00	.00	17,500.00	326.00	.00	1,811.63	15,688.37	10	5,951.27
50513	Public Liability Insurance	49,996.00	.00	49,996.00	.00	.00	.00	49,996.00	0	51,992.68
50945	Expenditure Transfer - Administration	(52,457.00)	.00	(52,457.00)	(2,340.82)	.00	(11,958.17)	(40,498.83)	23	(52,214.10)



Budget Performance Report

Fiscal Year to Date 04/30/24

Only Show Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services										
EXPENSE										
50946	Expenditure Transfer - Indirect Cost	568,920.00	.00	568,920.00	47,905.33	.00	191,623.42	377,296.58	34	463,705.18
EXPENSE TOTALS		\$9,275,028.00	\$0.00	\$9,275,028.00	\$628,303.83	\$0.00	\$2,616,487.60	\$6,658,540.40	28%	\$8,745,556.15
Fund 225 - Human Services Totals										
REVENUE TOTALS		9,275,028.00	.00	9,275,028.00	789,742.38	.00	2,013,010.82	7,262,017.18	22%	8,524,223.93
EXPENSE TOTALS		9,275,028.00	.00	9,275,028.00	628,303.83	.00	2,616,487.60	6,658,540.40	28%	8,745,556.15
Fund 225 - Human Services Totals		\$0.00	\$0.00	\$0.00	\$161,438.55	\$0.00	(\$603,476.78)	\$603,476.78		(\$221,332.22)
Fund 258 - Agent of the State										
REVENUE										
43650	St. Aid	44,096.00	.00	44,096.00	8,638.75	.00	8,638.75	35,457.25	20	44,343.25
46600	Public Charges for Services	330,252.00	.00	330,252.00	9,285.00	.00	33,720.00	296,532.00	10	268,752.76
REVENUE TOTALS		\$374,348.00	\$0.00	\$374,348.00	\$17,923.75	\$0.00	\$42,358.75	\$331,989.25	11%	\$313,096.01
EXPENSE										
50111	Regular Salaries	171,284.00	.00	171,284.00	12,463.17	.00	49,934.18	121,349.82	29	158,680.61
50112	Salaries Overtime	.00	.00	.00	.00	.00	.00	.00	+++	356.69
50144	Term Life Ins./Employer's Share	63.00	.00	63.00	5.22	.00	21.71	41.29	34	60.16
50147	Workers Comp	4,764.00	.00	4,764.00	341.63	.00	1,391.74	3,372.26	29	5,016.88
50151	FICA-Employer's Share	13,102.00	.00	13,102.00	917.86	.00	3,691.69	9,410.31	28	11,523.32
50152	Retirement-Employer's Share	11,133.00	.00	11,133.00	859.95	.00	3,445.46	7,687.54	31	10,820.77
50154	Hospital and Health Insurance	43,631.00	.00	43,631.00	3,134.05	.00	12,166.71	31,464.29	28	43,430.23
50155	Flex Administration Fees	204.00	.00	204.00	19.17	.00	73.57	130.43	36	188.98
50156	Health Reimb. Acct.	4,280.00	.00	4,280.00	.00	.00	2,847.67	1,432.33	67	2,991.93
50216	Contracted Services	37,764.00	.00	37,764.00	.00	.00	.00	37,764.00	0	15,462.00
50220	Contracted Expenses	.00	.00	.00	334.00	.00	934.00	(934.00)	+++	14,817.06
50225	Telephone	1,190.00	.00	1,190.00	130.37	.00	522.62	667.38	44	1,572.47
50311	Postage	1,050.00	.00	1,050.00	235.06	.00	432.04	617.96	41	2,055.20
50312	Office Supplies	300.00	.00	300.00	.00	.00	.00	300.00	0	594.08
50325	Registration Fees	4,100.00	.00	4,100.00	.00	.00	180.00	3,920.00	4	1,390.00
50329	Subscriptions	.00	.00	.00	.00	.00	120.00	(120.00)	+++	130.00
50331	Software, Licensing, Maint. Fees	.00	.00	.00	69.86	.00	349.30	(349.30)	+++	147.65
50335	Meal Expenses	.00	.00	.00	119.50	.00	150.44	(150.44)	+++	217.54
50339	Travel	13,500.00	.00	13,500.00	298.84	.00	2,333.30	11,166.70	17	9,668.44
50340	Operating Supplies	4,000.00	.00	4,000.00	550.00	.00	550.00	3,450.00	14	5,546.67
50945	Expenditure Transfer - Administration	45,528.00	.00	45,528.00	2,340.82	.00	11,958.17	33,569.83	26	48,504.06
50946	Expenditure Transfer - Indirect Cost	52,074.00	.00	52,074.00	4,504.64	.00	18,016.46	34,057.54	35	47,842.62
EXPENSE TOTALS		\$407,967.00	\$0.00	\$407,967.00	\$26,324.14	\$0.00	\$109,119.06	\$298,847.94	27%	\$381,017.36
Fund 258 - Agent of the State Totals										
REVENUE TOTALS		374,348.00	.00	374,348.00	17,923.75	.00	42,358.75	331,989.25	11%	313,096.01



Budget Performance Report

Fiscal Year to Date 04/30/24

Only Show Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
	EXPENSE TOTALS	407,967.00	.00	407,967.00	26,324.14	.00	109,119.06	298,847.94	27%	381,017.36
Fund 258 - Agent of the State	Totals	(\$33,619.00)	\$0.00	(\$33,619.00)	(\$8,400.39)	\$0.00	(\$66,760.31)	\$33,141.31		(\$67,921.35)
	Grand Totals									
	REVENUE TOTALS	9,649,376.00	.00	9,649,376.00	807,666.13	.00	2,055,369.57	7,594,006.43	21%	8,837,319.94
	EXPENSE TOTALS	9,682,995.00	.00	9,682,995.00	654,627.97	.00	2,725,606.66	6,957,388.34	28%	9,126,573.51
	Grand Totals	(\$33,619.00)	\$0.00	(\$33,619.00)	\$153,038.16	\$0.00	(\$670,237.09)	\$636,618.09		(\$289,253.57)



ADRC/LTC

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
REVENUE									
Department 600 - EBS-ADRC	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 601 - EBS-State	52,839.00	.00	52,839.00	.00	.00	.00	52,839.00	0	50,014.00
Department 602 - MIPPA	1,839.00	.00	1,839.00	.00	.00	.00	1,839.00	0	.00
Department 603 - SHIP	6,775.00	.00	6,775.00	.00	.00	.00	6,775.00	0	3,500.00
Department 604 - SPAP	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 61 - ADRC	410,568.00	.00	410,568.00	.00	.00	.00	410,568.00	0	409,541.00
Department 626 - Elder Abuse	11,033.00	.00	11,033.00	.00	.00	.00	11,033.00	0	12,136.00
Department 627 - LTC BCA	23,617.00	.00	23,617.00	1,330.00	.00	6,865.22	16,751.78	29	15,162.49
Department 628 - AFCSP	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 629 - APS/COVID	.00	.00	.00	964.00	.00	964.00	(964.00)	+++	1,703.00
REVENUE TOTALS	\$506,671.00	\$0.00	\$506,671.00	\$2,294.00	\$0.00	\$7,829.22	\$498,841.78	2%	\$492,056.49
EXPENSE									
Department 600 - EBS-ADRC									
State Account 54107 - HHS-ADRC Local	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 600 - EBS-ADRC Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 601 - EBS-State									
State Account 54107 - HHS-ADRC Local	98,495.00	.00	98,495.00	7,760.74	.00	33,001.81	65,493.19	34	96,494.55
Department 601 - EBS-State Totals	\$98,495.00	\$0.00	\$98,495.00	\$7,760.74	\$0.00	\$33,001.81	\$65,493.19	34%	\$96,494.55
Department 602 - MIPPA									
State Account 54107 - HHS-ADRC Local	2,357.00	.00	2,357.00	.00	.00	.00	2,357.00	0	.00
Department 602 - MIPPA Totals	\$2,357.00	\$0.00	\$2,357.00	\$0.00	\$0.00	\$0.00	\$2,357.00	0%	\$0.00
Department 603 - SHIP									
State Account 54107 - HHS-ADRC Local	7,072.00	.00	7,072.00	.00	.00	.00	7,072.00	0	.00
Department 603 - SHIP Totals	\$7,072.00	\$0.00	\$7,072.00	\$0.00	\$0.00	\$0.00	\$7,072.00	0%	\$0.00
Department 604 - SPAP									
State Account 54107 - HHS-ADRC Local	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 604 - SPAP Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 605 - Dementia Care Specialist									
State Account 54107 - HHS-ADRC Local	59,663.00	.00	59,663.00	3,848.80	.00	16,189.18	43,473.82	27	57,464.31
State Account 54167 - HHS-ADRC Regional	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 605 - Dementia Care Specialist Totals	\$59,663.00	\$0.00	\$59,663.00	\$3,848.80	\$0.00	\$16,189.18	\$43,473.82	27%	\$57,464.31
Department 61 - ADRC									
State Account 54107 - HHS-ADRC Local	348,939.00	.00	348,939.00	25,390.11	.00	115,667.24	233,271.76	33	303,972.39
State Account 54167 - HHS-ADRC Regional	175,486.00	.00	175,486.00	4,060.56	.00	21,262.70	154,223.30	12	152,601.38
Department 61 - ADRC Totals	\$524,425.00	\$0.00	\$524,425.00	\$29,450.67	\$0.00	\$136,929.94	\$387,495.06	26%	\$456,573.77
Department 625 - APS									
State Account 54114 - Adult Protective/Elder Abuse	97,536.00	.00	97,536.00	7,563.19	.00	26,890.27	70,645.73	28	60,170.64
Department 625 - APS Totals	\$97,536.00	\$0.00	\$97,536.00	\$7,563.19	\$0.00	\$26,890.27	\$70,645.73	28%	\$60,170.64



ADRC/LTC

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
EXPENSE									
Department 626 - Elder Abuse									
State Account 54114 - Adult Protective/Elder Abuse	11,253.00	.00	11,253.00	198.54	.00	1,108.84	10,144.16	10	12,332.63
Department 626 - Elder Abuse Totals	\$11,253.00	\$0.00	\$11,253.00	\$198.54	\$0.00	\$1,108.84	\$10,144.16	10%	\$12,332.63
Department 627 - LTC BCA									
State Account 54114 - Adult Protective/Elder Abuse	201,080.00	.00	201,080.00	8,188.95	.00	125,169.54	75,910.46	62	168,394.58
Department 627 - LTC BCA Totals	\$201,080.00	\$0.00	\$201,080.00	\$8,188.95	\$0.00	\$125,169.54	\$75,910.46	62%	\$168,394.58
Department 628 - AFCSP									
State Account 54114 - Adult Protective/Elder Abuse	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 628 - AFCSP Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 629 - APS/COVID									
State Account 54114 - Adult Protective/Elder Abuse	.00	.00	.00	192.87	.00	1,386.03	(1,386.03)	+++	1,620.03
Department 629 - APS/COVID Totals	\$0.00	\$0.00	\$0.00	\$192.87	\$0.00	\$1,386.03	(\$1,386.03)	+++	\$1,620.03
EXPENSE TOTALS	\$1,001,881.00	\$0.00	\$1,001,881.00	\$57,203.76	\$0.00	\$340,675.61	\$661,205.39	34%	\$853,050.51
Fund 225 - Human Services Totals									
REVENUE TOTALS	506,671.00	.00	506,671.00	2,294.00	.00	7,829.22	498,841.78	2%	492,056.49
EXPENSE TOTALS	1,001,881.00	.00	1,001,881.00	57,203.76	.00	340,675.61	661,205.39	34%	853,050.51
Fund 225 - Human Services Totals	(\$495,210.00)	\$0.00	(\$495,210.00)	(\$54,909.76)	\$0.00	(\$332,846.39)	(\$162,363.61)		(\$360,994.02)
Grand Totals									
REVENUE TOTALS	506,671.00	.00	506,671.00	2,294.00	.00	7,829.22	498,841.78	2%	492,056.49
EXPENSE TOTALS	1,001,881.00	.00	1,001,881.00	57,203.76	.00	340,675.61	661,205.39	34%	853,050.51
Grand Totals	(\$495,210.00)	\$0.00	(\$495,210.00)	(\$54,909.76)	\$0.00	(\$332,846.39)	(\$162,363.61)		(\$360,994.02)



AODA/MH

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
REVENUE									
Department 650 - AODA/MH BCA	1,496,170.00	.00	1,496,170.00	205,255.62	.00	363,267.87	1,132,902.13	24	1,531,124.69
Department 651 - Community MH	47,502.00	.00	47,502.00	.00	.00	.00	47,502.00	0	47,502.00
Department 652 - Non Resident	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 653 - Community Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 654 - MH Block Grant	8,146.00	.00	8,146.00	.00	.00	.00	8,146.00	0	8,146.00
Department 655 - AODA Block Grant	50,066.00	.00	50,066.00	.00	.00	.00	50,066.00	0	12,516.00
Department 656 - CCS	308,000.00	.00	308,000.00	1,992.87	.00	5,250.02	302,749.98	2	168,027.35
Department 657 - MH Block Grant Sup	6,250.00	.00	6,250.00	.00	.00	.00	6,250.00	0	20,000.00
Department 658 - AODA Block Grant Sup	12,500.00	.00	12,500.00	3,644.00	.00	3,644.00	8,856.00	29	6,446.00
Department 659 - SABG TX SVCS	.00	.00	.00	31.00	.00	31.00	(31.00)	+++	16,835.00
Department 660 - SABG WOMEN'S TX SVCS	.00	.00	.00	31.00	.00	31.00	(31.00)	+++	4,200.00
Department 706 - CST	60,000.00	.00	60,000.00	8,020.00	.00	8,020.00	51,980.00	13	57,874.00
Department 707 - Children's COP	57,504.00	.00	57,504.00	5,907.00	.00	5,907.00	51,597.00	10	52,037.00
Department 708 - CLTS	290,354.00	.00	290,354.00	23,688.16	.00	115,801.91	174,552.09	40	556,716.87
REVENUE TOTALS	\$2,336,492.00	\$0.00	\$2,336,492.00	\$248,569.65	\$0.00	\$501,952.80	\$1,834,539.20	21%	\$2,481,424.91
EXPENSE									
Department 650 - AODA/MH BCA									
State Account 54108 - HHS-AODA/MH	3,297,711.00	.00	3,297,711.00	109,494.28	.00	789,333.46	2,508,377.54	24	3,135,639.28
Department 650 - AODA/MH BCA Totals	\$3,297,711.00	\$0.00	\$3,297,711.00	\$109,494.28	\$0.00	\$789,333.46	\$2,508,377.54	24%	\$3,135,639.28
Department 651 - Community MH									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	47,545.00	.00	47,545.00	(47,545.00)	+++	69,930.00
Department 651 - Community MH Totals	\$0.00	\$0.00	\$0.00	\$47,545.00	\$0.00	\$47,545.00	(\$47,545.00)	+++	\$69,930.00
Department 652 - Non Resident									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 652 - Non Resident Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 653 - Community Services									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 653 - Community Services Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 654 - MH Block Grant									
State Account 54108 - HHS-AODA/MH	17,649.00	.00	17,649.00	2,350.00	.00	2,350.00	15,299.00	13	8,149.31
Department 654 - MH Block Grant Totals	\$17,649.00	\$0.00	\$17,649.00	\$2,350.00	\$0.00	\$2,350.00	\$15,299.00	13%	\$8,149.31
Department 655 - AODA Block Grant									
State Account 54108 - HHS-AODA/MH	14,968.00	.00	14,968.00	1,024.82	.00	1,906.02	13,061.98	13	38,371.00
Department 655 - AODA Block Grant Totals	\$14,968.00	\$0.00	\$14,968.00	\$1,024.82	\$0.00	\$1,906.02	\$13,061.98	13%	\$38,371.00
Department 656 - CCS									
State Account 54108 - HHS-AODA/MH	392,011.00	.00	392,011.00	11,384.23	.00	53,045.45	338,965.55	14	201,192.44
Department 656 - CCS Totals	\$392,011.00	\$0.00	\$392,011.00	\$11,384.23	\$0.00	\$53,045.45	\$338,965.55	14%	\$201,192.44
Department 657 - MH Block Grant Sup									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	.00	.00	.00	.00	+++	20,000.00



AODA/MH

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
EXPENSE									
Department 657 - MH Block Grant Sup Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$20,000.00
Department 658 - AODA Block Grant Sup									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	.00	.00	8,874.48	(8,874.48)	+++	6,612.05
Department 658 - AODA Block Grant Sup Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,874.48	(\$8,874.48)	+++	\$6,612.05
Department 659 - SABG TX SVCS									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	3,145.00	.00	3,423.79	(3,423.79)	+++	.00
Department 659 - SABG TX SVCS Totals	\$0.00	\$0.00	\$0.00	\$3,145.00	\$0.00	\$3,423.79	(\$3,423.79)	+++	\$0.00
Department 660 - SABG WOMEN'S TX SVCS									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	8,695.00	.00	9,138.29	(9,138.29)	+++	500.00
Department 660 - SABG WOMEN'S TX SVCS Totals	\$0.00	\$0.00	\$0.00	\$8,695.00	\$0.00	\$9,138.29	(\$9,138.29)	+++	\$500.00
Department 661 - SABG Suppl Tx Svcs									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	.00	.00	17,610.00	(17,610.00)	+++	.00
Department 661 - SABG Suppl Tx Svcs Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,610.00	(\$17,610.00)	+++	\$0.00
Department 662 - SABG Suppl Women's Tx									
State Account 54108 - HHS-AODA/MH	.00	.00	.00	.00	.00	3,145.00	(3,145.00)	+++	.00
Department 662 - SABG Suppl Women's Tx Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,145.00	(\$3,145.00)	+++	\$0.00
Department 706 - CST									
State Account 54109 - HHS-Children & Family	53,570.00	.00	53,570.00	6,767.88	.00	20,237.14	33,332.86	38	72,660.37
Department 706 - CST Totals	\$53,570.00	\$0.00	\$53,570.00	\$6,767.88	\$0.00	\$20,237.14	\$33,332.86	38%	\$72,660.37
Department 707 - Children's COP									
State Account 54109 - HHS-Children & Family	70,779.00	.00	70,779.00	3,527.97	.00	11,124.84	59,654.16	16	64,301.82
Department 707 - Children's COP Totals	\$70,779.00	\$0.00	\$70,779.00	\$3,527.97	\$0.00	\$11,124.84	\$59,654.16	16%	\$64,301.82
Department 708 - CLTS									
State Account 54109 - HHS-Children & Family	290,175.00	.00	290,175.00	17,494.13	.00	86,340.03	203,834.97	30	543,858.54
Department 708 - CLTS Totals	\$290,175.00	\$0.00	\$290,175.00	\$17,494.13	\$0.00	\$86,340.03	\$203,834.97	30%	\$543,858.54
EXPENSE TOTALS	\$4,136,863.00	\$0.00	\$4,136,863.00	\$211,428.31	\$0.00	\$1,054,073.50	\$3,082,789.50	25%	\$4,161,214.81
Fund 225 - Human Services Totals									
REVENUE TOTALS	2,336,492.00	.00	2,336,492.00	248,569.65	.00	501,952.80	1,834,539.20	21%	2,481,424.91
EXPENSE TOTALS	4,136,863.00	.00	4,136,863.00	211,428.31	.00	1,054,073.50	3,082,789.50	25%	4,161,214.81
Fund 225 - Human Services Totals	(\$1,800,371.00)	\$0.00	(\$1,800,371.00)	\$37,141.34	\$0.00	(\$552,120.70)	(\$1,248,250.30)		(\$1,679,789.90)
Grand Totals									
REVENUE TOTALS	2,336,492.00	.00	2,336,492.00	248,569.65	.00	501,952.80	1,834,539.20	21%	2,481,424.91
EXPENSE TOTALS	4,136,863.00	.00	4,136,863.00	211,428.31	.00	1,054,073.50	3,082,789.50	25%	4,161,214.81
Grand Totals	(\$1,800,371.00)	\$0.00	(\$1,800,371.00)	\$37,141.34	\$0.00	(\$552,120.70)	(\$1,248,250.30)		(\$1,679,789.90)



Child Welfare

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
REVENUE									
Department 700 - Children & Family BCA	556,082.00	.00	556,082.00	68,265.89	.00	123,000.32	433,081.68	22	712,466.90
Department 701 - Foster Training	1,800.00	.00	1,800.00	81.62	.00	379.41	1,420.59	21	800.31
Department 702 - Safe & Stable Families	33,310.00	.00	33,310.00	6,012.57	.00	8,510.13	24,799.87	26	33,310.00
Department 703 - Child Placing Agency	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 704 - Kinship Admin	7,380.00	.00	7,380.00	.00	.00	225.62	7,154.38	3	3,043.16
Department 705 - Kinship Benefits	63,000.00	.00	63,000.00	7,080.29	.00	7,091.61	55,908.39	11	69,965.63
Department 709 - Kinship SG	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 710 - OHP Sex Traffic Youth	.00	.00	.00	.00	.00	.00	.00	+++	356,206.11
Department 711 - TSSF Unltd	27,000.00	.00	27,000.00	.00	.00	.00	27,000.00	0	1,780.15
Department 712 - TSSF TLR	.00	.00	.00	.00	.00	.00	.00	+++	2,309.68
Department 713 - Foster Parent Recruitment 3394	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$688,572.00	\$0.00	\$688,572.00	\$81,440.37	\$0.00	\$139,207.09	\$549,364.91	20%	\$1,179,881.94
EXPENSE									
Department 70 - Juvenile Justice									
State Account 54116 - Juvenile Justice	.00	.00	.00	.00	.00	.00	.00	+++	.00
State Account 54650 - YA Oasis	.00	.00	.00	.00	.00	.00	.00	+++	.00
State Account 54655 - Capacity Building	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 70 - Juvenile Justice Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 700 - Children & Family BCA									
State Account 54109 - HHS-Children & Family	1,436,649.00	.00	1,436,649.00	61,203.37	.00	237,212.98	1,199,436.02	17	1,086,997.76
Department 700 - Children & Family BCA Totals	\$1,436,649.00	\$0.00	\$1,436,649.00	\$61,203.37	\$0.00	\$237,212.98	\$1,199,436.02	17%	\$1,086,997.76
Department 701 - Foster Training									
State Account 54109 - HHS-Children & Family	2,327.00	.00	2,327.00	174.97	.00	1,214.68	1,112.32	52	2,000.81
Department 701 - Foster Training Totals	\$2,327.00	\$0.00	\$2,327.00	\$174.97	\$0.00	\$1,214.68	\$1,112.32	52%	\$2,000.81
Department 702 - Safe & Stable Families									
State Account 54109 - HHS-Children & Family	35,950.00	.00	35,950.00	6,329.80	.00	16,757.99	19,192.01	47	37,918.24
State Account 54315 - Safe and Stable Families Supplem	.00	.00	.00	.00	.00	.00	.00	+++	125.06
Department 702 - Safe & Stable Families Totals	\$35,950.00	\$0.00	\$35,950.00	\$6,329.80	\$0.00	\$16,757.99	\$19,192.01	47%	\$38,043.30
Department 703 - Child Placing Agency									
State Account 54109 - HHS-Children & Family	95,000.00	.00	95,000.00	2,856.34	.00	10,745.24	84,254.76	11	79,587.72
Department 703 - Child Placing Agency Totals	\$95,000.00	\$0.00	\$95,000.00	\$2,856.34	\$0.00	\$10,745.24	\$84,254.76	11%	\$79,587.72
Department 704 - Kinship Admin									
State Account 54109 - HHS-Children & Family	7,752.00	.00	7,752.00	.00	.00	952.32	6,799.68	12	3,043.31
Department 704 - Kinship Admin Totals	\$7,752.00	\$0.00	\$7,752.00	\$0.00	\$0.00	\$952.32	\$6,799.68	12%	\$3,043.31
Department 705 - Kinship Benefits									
State Account 54109 - HHS-Children & Family	63,000.00	.00	63,000.00	6,000.00	.00	19,942.98	43,057.02	32	57,961.29
Department 705 - Kinship Benefits Totals	\$63,000.00	\$0.00	\$63,000.00	\$6,000.00	\$0.00	\$19,942.98	\$43,057.02	32%	\$57,961.29
Department 709 - Kinship SG									
State Account 54109 - HHS-Children & Family	.00	.00	.00	.00	.00	.00	.00	+++	.00



Child Welfare

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
EXPENSE									
Department 709 - Kinship SG Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 710 - OHP Sex Traffic Youth									
State Account 54109 - HHS-Children & Family	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 710 - OHP Sex Traffic Youth Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 711 - TSSF Unltd									
State Account 54109 - HHS-Children & Family	27,000.00	.00	27,000.00	367.08	.00	367.08	26,632.92	1	3,007.46
Department 711 - TSSF Unltd Totals	\$27,000.00	\$0.00	\$27,000.00	\$367.08	\$0.00	\$367.08	\$26,632.92	1%	\$3,007.46
Department 712 - TSSF TLR									
State Account 54109 - HHS-Children & Family	.00	.00	.00	219.50	.00	219.50	(219.50)	+++	2,160.02
Department 712 - TSSF TLR Totals	\$0.00	\$0.00	\$0.00	\$219.50	\$0.00	\$219.50	(\$219.50)	+++	\$2,160.02
Department 713 - Foster Parent Recruitment 3394									
State Account 54109 - HHS-Children & Family	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 713 - Foster Parent Recruitment 3394 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE TOTALS	\$1,667,678.00	\$0.00	\$1,667,678.00	\$77,151.06	\$0.00	\$287,412.77	\$1,380,265.23	17%	\$1,272,801.67
Fund 225 - Human Services Totals									
REVENUE TOTALS	688,572.00	.00	688,572.00	81,440.37	.00	139,207.09	549,364.91	20%	1,179,881.94
EXPENSE TOTALS	1,667,678.00	.00	1,667,678.00	77,151.06	.00	287,412.77	1,380,265.23	17%	1,272,801.67
Fund 225 - Human Services Totals	(\$979,106.00)	\$0.00	(\$979,106.00)	\$4,289.31	\$0.00	(\$148,205.68)	(\$830,900.32)		(\$92,919.73)
Grand Totals									
REVENUE TOTALS	688,572.00	.00	688,572.00	81,440.37	.00	139,207.09	549,364.91	20%	1,179,881.94
EXPENSE TOTALS	1,667,678.00	.00	1,667,678.00	77,151.06	.00	287,412.77	1,380,265.23	17%	1,272,801.67
Grand Totals	(\$979,106.00)	\$0.00	(\$979,106.00)	\$4,289.31	\$0.00	(\$148,205.68)	(\$830,900.32)		(\$92,919.73)



Economic Support

Through 04/30/24

Prior Fiscal Year Activity Included

Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
REVENUE									
Department 775 - Economic Support	356,098.00	.00	356,098.00	815.44	.00	55,370.64	300,727.36	16	335,939.42
Department 776 - Fraud	50,000.00	.00	50,000.00	.00	.00	1,845.00	48,155.00	4	30,675.00
Department 778 - Day Care Certification	13,899.00	.00	13,899.00	765.44	.00	1,260.23	12,638.77	9	6,745.66
Department 779 - Day Care Fraud	3,000.00	.00	3,000.00	.00	.00	.00	3,000.00	0	617.88
Department 790 - Wheap Admin	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 791 - Wheap Grants	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 792 - Wheap Outreach	31,162.00	.00	31,162.00	6,122.17	.00	8,953.30	22,208.70	29	23,542.28
Department 793 - Wheap Weather	15,804.00	.00	15,804.00	2,821.12	.00	4,449.16	11,354.84	28	21,549.97
Department 794 - Wheap Public Benefits	.00	.00	.00	.00	.00	.00	.00	+++	8,018.00
REVENUE TOTALS	\$469,963.00	\$0.00	\$469,963.00	\$10,524.17	\$0.00	\$71,878.33	\$398,084.67	15%	\$427,088.21
EXPENSE									
Department 775 - Economic Support									
State Account 54110 - HHS-Econ Support	500,461.00	.00	500,461.00	38,816.01	.00	164,064.50	336,396.50	33	505,949.86
Department 775 - Economic Support Totals	\$500,461.00	\$0.00	\$500,461.00	\$38,816.01	\$0.00	\$164,064.50	\$336,396.50	33%	\$505,949.86
Department 776 - Fraud									
State Account 54110 - HHS-Econ Support	51,864.00	.00	51,864.00	7,556.83	.00	16,620.54	35,243.46	32	45,342.26
Department 776 - Fraud Totals	\$51,864.00	\$0.00	\$51,864.00	\$7,556.83	\$0.00	\$16,620.54	\$35,243.46	32%	\$45,342.26
Department 778 - Day Care Certification									
State Account 54110 - HHS-Econ Support	13,899.00	.00	13,899.00	.00	.00	2,025.67	11,873.33	15	7,065.87
Department 778 - Day Care Certification Totals	\$13,899.00	\$0.00	\$13,899.00	\$0.00	\$0.00	\$2,025.67	\$11,873.33	15%	\$7,065.87
Department 779 - Day Care Fraud									
State Account 54110 - HHS-Econ Support	3,000.00	.00	3,000.00	476.53	.00	1,592.53	1,407.47	53	927.44
Department 779 - Day Care Fraud Totals	\$3,000.00	\$0.00	\$3,000.00	\$476.53	\$0.00	\$1,592.53	\$1,407.47	53%	\$927.44
Department 790 - Wheap Admin									
State Account 54110 - HHS-Econ Support	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 790 - Wheap Admin Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 791 - Wheap Grants									
State Account 54110 - HHS-Econ Support	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 791 - Wheap Grants Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 792 - Wheap Outreach									
State Account 54110 - HHS-Econ Support	33,951.00	.00	33,951.00	2,232.01	.00	11,185.31	22,765.69	33	26,910.84
Department 792 - Wheap Outreach Totals	\$33,951.00	\$0.00	\$33,951.00	\$2,232.01	\$0.00	\$11,185.31	\$22,765.69	33%	\$26,910.84
Department 793 - Wheap Weather									
State Account 54110 - HHS-Econ Support	30,380.00	.00	30,380.00	1,252.73	.00	5,701.89	24,678.11	19	23,599.10
Department 793 - Wheap Weather Totals	\$30,380.00	\$0.00	\$30,380.00	\$1,252.73	\$0.00	\$5,701.89	\$24,678.11	19%	\$23,599.10
Department 794 - Wheap Public Benefits									
State Account 54110 - HHS-Econ Support	.00	.00	.00	.00	.00	.00	.00	+++	13,985.45
Department 794 - Wheap Public Benefits Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$13,985.45
EXPENSE TOTALS	\$633,555.00	\$0.00	\$633,555.00	\$50,334.11	\$0.00	\$201,190.44	\$432,364.56	32%	\$623,780.82



Economic Support

Through 04/30/24

Prior Fiscal Year Activity Included

Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services Totals									
REVENUE TOTALS	469,963.00	.00	469,963.00	10,524.17	.00	71,878.33	398,084.67	15%	427,088.21
EXPENSE TOTALS	633,555.00	.00	633,555.00	50,334.11	.00	201,190.44	432,364.56	32%	623,780.82
Fund 225 - Human Services Totals	(\$163,592.00)	\$0.00	(\$163,592.00)	(\$39,809.94)	\$0.00	(\$129,312.11)	(\$34,279.89)		(\$196,692.61)
Grand Totals									
REVENUE TOTALS	469,963.00	.00	469,963.00	10,524.17	.00	71,878.33	398,084.67	15%	427,088.21
EXPENSE TOTALS	633,555.00	.00	633,555.00	50,334.11	.00	201,190.44	432,364.56	32%	623,780.82
Grand Totals	(\$163,592.00)	\$0.00	(\$163,592.00)	(\$39,809.94)	\$0.00	(\$129,312.11)	(\$34,279.89)		(\$196,692.61)



Youth Justice

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
REVENUE									
Department 750 - Juvenile Justice	169,018.00	.00	169,018.00	57,331.15	.00	88,464.00	80,554.00	52	172,201.28
Department 751 - YA AODA	3,547.00	.00	3,547.00	.00	.00	.00	3,547.00	0	3,547.00
Department 752 - Early Intervention	.00	.00	.00	.00	.00	.00	.00	+++	234.48
Department 753 - Oasis	.00	.00	.00	.00	.00	.00	.00	+++	6,040.16
REVENUE TOTALS	\$172,565.00	\$0.00	\$172,565.00	\$57,331.15	\$0.00	\$88,464.00	\$84,101.00	51%	\$182,022.92
EXPENSE									
Department 750 - Juvenile Justice									
State Account 54116 - Juvenile Justice	793,965.00	.00	793,965.00	147,613.52	.00	388,675.27	405,289.73	49	880,480.25
Department 750 - Juvenile Justice Totals	\$793,965.00	\$0.00	\$793,965.00	\$147,613.52	\$0.00	\$388,675.27	\$405,289.73	49%	\$880,480.25
Department 751 - YA AODA									
State Account 54116 - Juvenile Justice	.00	.00	.00	.00	.00	.00	.00	+++	3,547.00
Department 751 - YA AODA Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$3,547.00
Department 752 - Early Intervention									
State Account 54116 - Juvenile Justice	.00	.00	.00	.00	.00	483.29	(483.29)	+++	234.48
Department 752 - Early Intervention Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$483.29	(\$483.29)	+++	\$234.48
Department 753 - Oasis									
State Account 54116 - Juvenile Justice	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 753 - Oasis Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE TOTALS	\$793,965.00	\$0.00	\$793,965.00	\$147,613.52	\$0.00	\$389,158.56	\$404,806.44	49%	\$884,261.73
Fund 225 - Human Services Totals									
REVENUE TOTALS	172,565.00	.00	172,565.00	57,331.15	.00	88,464.00	84,101.00	51%	182,022.92
EXPENSE TOTALS	793,965.00	.00	793,965.00	147,613.52	.00	389,158.56	404,806.44	49%	884,261.73
Fund 225 - Human Services Totals	(\$621,400.00)	\$0.00	(\$621,400.00)	(\$90,282.37)	\$0.00	(\$300,694.56)	(\$320,705.44)		(\$702,238.81)
Grand Totals									
REVENUE TOTALS	172,565.00	.00	172,565.00	57,331.15	.00	88,464.00	84,101.00	51%	182,022.92
EXPENSE TOTALS	793,965.00	.00	793,965.00	147,613.52	.00	389,158.56	404,806.44	49%	884,261.73
Grand Totals	(\$621,400.00)	\$0.00	(\$621,400.00)	(\$90,282.37)	\$0.00	(\$300,694.56)	(\$320,705.44)		(\$702,238.81)



Public Health

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
REVENUE									
Department 65 - Public Health									
State Account 54147 - Just Response	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 65 - Public Health Totals	\$202,702.00	\$0.00	\$202,702.00	\$62,624.15	\$0.00	\$68,199.51	\$134,502.49	34%	\$343,935.57
Department 67 - Birth-to-Three	141,927.00	.00	141,927.00	30,630.11	.00	43,490.29	98,436.71	31	119,168.52
Department 75 - Reproductive Health	58,296.00	.00	58,296.00	3,997.43	.00	8,406.75	49,889.25	14	61,767.96
Department 76 - Immunization	6,999.00	.00	6,999.00	1,530.00	.00	1,530.00	5,469.00	22	6,999.00
Department 77 - MCH	9,673.00	.00	9,673.00	1,607.00	.00	1,607.00	8,066.00	17	9,673.00
Department 78 - Health Check	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 79 - Lead	2,073.00	.00	2,073.00	1,036.50	.00	1,036.50	1,036.50	50	2,073.00
Department 80 - Preparedness	40,979.00	.00	40,979.00	5,547.00	.00	5,547.00	35,432.00	14	28,310.54
Department 81 - Prevention	5,982.00	.00	5,982.00	.00	.00	.00	5,982.00	0	5,984.00
Department 850 - WIC Administration	.00	.00	.00	116.04	.00	171.42	(171.42)	+++	19,683.00
Department 851 - WIC Nutrition	.00	.00	.00	.00	.00	.00	.00	+++	13,161.00
Department 852 - WIC Client Services	78,375.00	.00	78,375.00	9,149.51	.00	18,115.71	60,259.29	23	72,709.00
Department 853 - WIC Breast	.00	.00	.00	.00	.00	.00	.00	+++	2,743.00
Department 854 - WIC Farmers Market	.00	.00	.00	.00	.00	.00	.00	+++	1,504.00
Department 855 - WIC Breast Feeding PC	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 88 - Adolescent Health	.00	.00	.00	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$547,006.00	\$0.00	\$547,006.00	\$116,237.74	\$0.00	\$148,104.18	\$398,901.82	27%	\$687,711.59
EXPENSE									
Department 65 - Public Health									
State Account 54111 - HHS-PH	268,738.00	.00	268,738.00	17,419.19	.00	79,444.85	189,293.15	30	203,450.41
State Account 54136 - PH Workforce Grant	.00	.00	.00	.00	.00	.00	.00	+++	24,240.43
State Account 54140 - Pandemic - Contact Tracing	.00	.00	.00	.00	.00	.00	.00	+++	.00
State Account 54145 - Pandemic-COVID Vaccine	.00	.00	.00	13.98	.00	13.98	(13.98)	+++	10,551.39
State Account 54146 - Pandemic-COVID19 ARPA	107,614.00	.00	107,614.00	10,590.96	.00	42,209.44	65,404.56	39	98,935.70
State Account 54147 - Just Response	.00	.00	.00	212.81	.00	8,188.33	(8,188.33)	+++	35,392.70
State Account 54151 - PH Pilot Program	.00	.00	.00	.00	.00	.00	.00	+++	4,794.50
State Account 54152 - TITLE X MCH	98,838.00	.00	98,838.00	15,387.20	.00	53,086.13	45,751.87	54	83,559.71
State Account 54154 - MRC-ORA	.00	.00	.00	652.96	.00	3,207.95	(3,207.95)	+++	.00
State Account 54170 - Lead Testing/Daycare	.00	.00	.00	.00	.00	992.27	(992.27)	+++	5,903.90
State Account 54171 - MRC STTRONG	.00	.00	.00	5,680.71	.00	15,931.84	(15,931.84)	+++	6,959.66
State Account 54405 - Environmental	.00	.00	.00	.00	.00	.00	.00	+++	.00
State Account 54410 - Com Disease	.00	.00	.00	.00	.00	.00	.00	+++	.00
State Account 54415 - PH Immunization	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 65 - Public Health Totals	\$475,190.00	\$0.00	\$475,190.00	\$49,957.81	\$0.00	\$203,074.79	\$272,115.21	43%	\$473,788.40
Department 67 - Birth-to-Three									
State Account 54113 - Birth-to-Three	201,865.00	.00	201,865.00	19,795.28	.00	77,954.20	123,910.80	39	196,630.15
Department 67 - Birth-to-Three Totals	\$201,865.00	\$0.00	\$201,865.00	\$19,795.28	\$0.00	\$77,954.20	\$123,910.80	39%	\$196,630.15



Public Health

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
EXPENSE									
Department 75 - Reproductive Health									
State Account 54121 - Reproductive Health	117,596.00	.00	117,596.00	504.41	.00	3,035.03	114,560.97	3	41,162.97
Department 75 - Reproductive Health Totals	\$117,596.00	\$0.00	\$117,596.00	\$504.41	\$0.00	\$3,035.03	\$114,560.97	3%	\$41,162.97
Department 76 - Immunization									
State Account 54122 - Immunization	20,981.00	.00	20,981.00	565.47	.00	2,399.17	18,581.83	11	8,375.46
Department 76 - Immunization Totals	\$20,981.00	\$0.00	\$20,981.00	\$565.47	\$0.00	\$2,399.17	\$18,581.83	11%	\$8,375.46
Department 77 - MCH									
State Account 54123 - MCH	36,098.00	.00	36,098.00	1,783.42	.00	9,479.62	26,618.38	26	29,269.97
Department 77 - MCH Totals	\$36,098.00	\$0.00	\$36,098.00	\$1,783.42	\$0.00	\$9,479.62	\$26,618.38	26%	\$29,269.97
Department 78 - Health Check									
State Account 54124 - Health Check	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 78 - Health Check Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Department 79 - Lead									
State Account 54125 - Lead	3,743.00	.00	3,743.00	382.71	.00	1,831.97	1,911.03	49	2,072.42
Department 79 - Lead Totals	\$3,743.00	\$0.00	\$3,743.00	\$382.71	\$0.00	\$1,831.97	\$1,911.03	49%	\$2,072.42
Department 80 - Preparedness									
State Account 54126 - Preparedness	62,706.00	.00	62,706.00	4,195.11	.00	13,926.81	48,779.19	22	28,036.11
Department 80 - Preparedness Totals	\$62,706.00	\$0.00	\$62,706.00	\$4,195.11	\$0.00	\$13,926.81	\$48,779.19	22%	\$28,036.11
Department 81 - Prevention									
State Account 54127 - Prevention	18,481.00	.00	18,481.00	.00	.00	.00	18,481.00	0	6,003.19
Department 81 - Prevention Totals	\$18,481.00	\$0.00	\$18,481.00	\$0.00	\$0.00	\$0.00	\$18,481.00	0%	\$6,003.19
Department 850 - WIC Administration									
State Account 54128 - WIC	26,051.00	.00	26,051.00	1,954.05	.00	8,591.66	17,459.34	33	41,438.71
Department 850 - WIC Administration Totals	\$26,051.00	\$0.00	\$26,051.00	\$1,954.05	\$0.00	\$8,591.66	\$17,459.34	33%	\$41,438.71
Department 851 - WIC Nutrition									
State Account 54128 - WIC	.00	.00	.00	.00	.00	(35.78)	35.78	+++	10,221.95
Department 851 - WIC Nutrition Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$35.78)	\$35.78	+++	\$10,221.95
Department 852 - WIC Client Services									
State Account 54128 - WIC	78,375.00	.00	78,375.00	5,434.81	.00	23,719.25	54,655.75	30	76,830.11
Department 852 - WIC Client Services Totals	\$78,375.00	\$0.00	\$78,375.00	\$5,434.81	\$0.00	\$23,719.25	\$54,655.75	30%	\$76,830.11
Department 853 - WIC Breast									
State Account 54128 - WIC	.00	.00	.00	.00	.00	.00	.00	+++	2,702.02
Department 853 - WIC Breast Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$2,702.02
Department 854 - WIC Farmers Market									
State Account 54128 - WIC	.00	.00	.00	.00	.00	.00	.00	+++	1,532.54
Department 854 - WIC Farmers Market Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$1,532.54
Department 855 - WIC Breast Feeding PC									
State Account 54128 - WIC	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 855 - WIC Breast Feeding PC Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00



Public Health

Through 04/30/24
Prior Fiscal Year Activity Included
Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 225 - Human Services									
EXPENSE									
Department 88 - Adolescent Health									
State Account 54134 - Adolescent Health	.00	.00	.00	.00	.00	.00	.00	+++	.00
State Account 54137 - PREP	.00	.00	.00	.00	.00	.00	.00	+++	.00
Department 88 - Adolescent Health Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE TOTALS	\$1,041,086.00	\$0.00	\$1,041,086.00	\$84,573.07	\$0.00	\$343,976.72	\$697,109.28	33%	\$918,064.00
Fund 225 - Human Services Totals									
REVENUE TOTALS	547,006.00	.00	547,006.00	116,237.74	.00	148,104.18	398,901.82	27%	687,711.59
EXPENSE TOTALS	1,041,086.00	.00	1,041,086.00	84,573.07	.00	343,976.72	697,109.28	33%	918,064.00
Fund 225 - Human Services Totals	(\$494,080.00)	\$0.00	(\$494,080.00)	\$31,664.67	\$0.00	(\$195,872.54)	(\$298,207.46)		(\$230,352.41)
Grand Totals									
REVENUE TOTALS	547,006.00	.00	547,006.00	116,237.74	.00	148,104.18	398,901.82	27%	687,711.59
EXPENSE TOTALS	1,041,086.00	.00	1,041,086.00	84,573.07	.00	343,976.72	697,109.28	33%	918,064.00
Grand Totals	(\$494,080.00)	\$0.00	(\$494,080.00)	\$31,664.67	\$0.00	(\$195,872.54)	(\$298,207.46)		(\$230,352.41)



Agent of the State

Through 04/30/24

Prior Fiscal Year Activity Included

Summary Listing

Organization	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 258 - Agent of the State									
REVENUE									
Department 65 - Public Health	374,348.00	.00	374,348.00	17,923.75	.00	42,358.75	331,989.25	11	313,096.01
REVENUE TOTALS	\$374,348.00	\$0.00	\$374,348.00	\$17,923.75	\$0.00	\$42,358.75	\$331,989.25	11%	\$313,096.01
EXPENSE									
Department 65 - Public Health									
State Account 54104 - Sanitarian	322,398.00	.00	322,398.00	22,604.72	.00	96,883.43	225,514.57	30	311,049.43
State Account 54105 - Water Testing	85,569.00	.00	85,569.00	3,719.42	.00	12,235.63	73,333.37	14	69,967.93
Department 65 - Public Health Totals	\$407,967.00	\$0.00	\$407,967.00	\$26,324.14	\$0.00	\$109,119.06	\$298,847.94	27%	\$381,017.36
EXPENSE TOTALS	\$407,967.00	\$0.00	\$407,967.00	\$26,324.14	\$0.00	\$109,119.06	\$298,847.94	27%	\$381,017.36
Fund 258 - Agent of the State Totals									
REVENUE TOTALS	374,348.00	.00	374,348.00	17,923.75	.00	42,358.75	331,989.25	11%	313,096.01
EXPENSE TOTALS	407,967.00	.00	407,967.00	26,324.14	.00	109,119.06	298,847.94	27%	381,017.36
Fund 258 - Agent of the State Totals	(\$33,619.00)	\$0.00	(\$33,619.00)	(\$8,400.39)	\$0.00	(\$66,760.31)	\$33,141.31		(\$67,921.35)
Grand Totals									
REVENUE TOTALS	374,348.00	.00	374,348.00	17,923.75	.00	42,358.75	331,989.25	11%	313,096.01
EXPENSE TOTALS	407,967.00	.00	407,967.00	26,324.14	.00	109,119.06	298,847.94	27%	381,017.36
Grand Totals	(\$33,619.00)	\$0.00	(\$33,619.00)	(\$8,400.39)	\$0.00	(\$66,760.31)	\$33,141.31		(\$67,921.35)

2024 HS Purchased Service Recap

	BUDGET	% of Budget Used	Budget Remaining	Total Spent YTD	JAN	FEB	MAR	APRIL	MAY	JUNE
ADRC / EBS/Demencia Care										
Other			0.00	-				-		
Space Costs - Oasis	17,500.00	12%	15,332.09	2,167.91	231.49	757.37	587.98	591.07		
Contracted I&A	43,350.00	29%	30,724.06	12,625.94	3,884.56	3,451.16	5,290.22	-		
Legal Services	-	-	0.00	-				-		
	60,850.00	0%	46,056.15	14,793.85	4,116.05	4,208.53	5,878.20	591.07	-	-
LTC/APS										
Elder Abuse	2,000.00	0%	2,000.00	-				-		
Aar/Aps	1,000.00	0%	1,000.00	-				-		
Family Care Payment	87,961.00	100%	0.30	87,960.70			87,960.70	-		
Residential Placements	20,000.00	0%	20,000.00	-				-		
Legal Services	20,900.00	47%	11,110.11	9,789.89	2,055.00	1,518.40	2,775.04	3,441.45		
Other Expenses	500.00	430%	(1,651.20)	2,151.20	428.65	1,358.05	200.00	164.50		
	132,361.00	577%	32,459.21	99,901.79	2,483.65	2,876.45	90,935.74	3,605.95	-	-
AODA/MH										
Mendota/Windebago	500,000.00	18%	408,321.59	91,678.41	-	21,324.70	52,273.00	12,492.50		
Transports					2,293.21	1,532.50	1,762.50	-		
Northland Counseling	2,000.00	0%	2,000.00	-				-		
Community Support	1,033,004.00	33%	688,669.32	344,334.68	86,083.67	86,083.67	86,083.67	86,083.67		
MH Hospitalization	25,000.00	0%	25,000.00	-				-		
Ventures / MH Other	500.00	0%	500.00	-				-		
Crisis Stabilization Services	85,000.00	29%	60,351.25	24,648.75	6,042.50	4,797.75	2,121.75	11,686.75		
Northland On Call	30,000.00	-	24,340.00	5,660.00	1,080.00	2,150.00	1,350.00	1,080.00		
Residential Care	850,000.00	18%	695,300.00	154,700.00	52,700.00	6,235.00	95,765.00	-		
Legal Services	2,000.00	68%	635.76	1,364.24	200.00	225.00	225.00	714.24		
AODA Hospitalization	5,000.00	0%	5,000.00	-				-		
Transitions	386,232.00	13%	336,199.62	50,032.38	31,106.87	29,697.38	19,095.50	(29,867.37)		
Prevention	12,516.00	42%	7,224.60	5,291.40		3,529.00	881.20	881.20		
Impact Pannel	500.00	0%	500.00	-				-		
I&R Other	1,000.00	1%	990.00	10.00			10.00	-		
CCS	10,000.00	0%	10,000.00	-				-		
M.D. Consultation	3,000.00	0%	3,000.00	-				-		
Other AODA/MH Grants	-	-	(85,563.95)	85,563.95	3,619.00		22,559.95	59,385.00		
	2,945,752.00	26%	2,182,468.19	763,283.81	183,125.25	155,575.00	282,127.57	142,455.99	-	-
FAMILY SERVICES										
Foster Care	200,000.00	29%	142,271.86	57,728.14		19,355.87	18,627.11	19,745.16		
Group Home	77,000.00	0%	77,000.00	-				-		
RCC	500,000.00	0%	500,000.00	-				-		
Kinship Benefit	63,000.00	32%	43,057.02	19,942.98		7,076.61	6,866.37	6,000.00		
Foster Admn	95,000.00	11%	84,254.76	10,745.24			2,672.06	2,856.34		
Other Family Services	28,460.00	83%	4,888.97	23,571.03	2,431.98	7,471.68	6,588.48	7,078.89		
TSSF	27,000.00	1%	26,780.50	219.50				219.50		
Legal Services	1,000.00	665%	(5,646.35)	6,646.35	1,968.00	960.03	2,141.32	1,577.00		
	991,460.00	12%	872,606.76	118,853.24	4,399.98	40,081.03	36,895.34	37,476.89	-	-
CST										
CST	910.00	0%	910.00	-	-			-		
	910.00	0%	910.00	-	-	-	-	-	-	-
Family Support										
CLTS	50,000.00	16%	42,177.05	7,822.95	463.53	2,102.37	2,250.10	3,006.95		
Children's COP	55,720.00	11%	49,844.26	5,875.74	1,494.44	2,373.86	722.49	1,284.95		
	105,720.00	13%	92,021.31	13,698.69	1,957.97	4,476.23	2,972.59	4,291.90	-	-
Juv Justice										
Foster Care	5,000.00	0%	5,000.00	-				-		
Group Home	20,000.00	38%	12,454.04	7,545.96		7,545.96		-		
RCC	562,000.00	24%	428,682.40	133,317.60		51,537.50	35,329.70	46,450.40		
Foster Admn	-	-	0.00	-				-		
Corrections	-	-	0.00	-				-		
Secure Detention	30,000.00	485%	(115,525.00)	145,525.00		32,300.00	36,975.00	76,250.00		
Secure Detention Travel	5,000.00	110%	(480.00)	5,480.00				-		
Transports							1,980.00	3,500.00		
Electronic Monitoring	1,000.00	48%	520.45	479.55			6.00	473.55		
Other	-	-	(2,130.13)	2,130.13	31.07	6.99	1,984.13	107.94		
Legal Services	-	-	0.00	-				-		
	623,000.00	47%	328,521.76	294,478.24	31.07	91,390.45	76,274.83	126,781.89	-	-
ES										
Drug Testing	-	-	(253.14)	253.14			253.14	-		
Other	3,540.00	10%	3,199.44	340.56		340.56		-		
FSET	-	-	0.00	-				-		
	3,540.00	17%	2,946.30	593.70	-	340.56	253.14	-	-	-
Fraud										
Fraud Contract	50,619.00	33%	34,043.05	16,575.95	1,818.16	1,262.65	5,938.31	7,556.83		
	50,619.00	33%	34,043.05	16,575.95	1,818.16	1,262.65	5,938.31	7,556.83	-	-
DayCare										
Contracted Services	13,899.00	15%	11,873.33	2,025.67	494.79	765.44	765.44	-		
Day Care Fraud	3,000.00	53%	1,407.47	1,592.53	-	676.12	439.88	476.53		
	16,899.00	21%	13,280.80	3,618.20	494.79	1,441.56	1,205.32	476.53	-	-
PH										
Legal Services	-	-	0.00	-				-		
Interpreter Services	-	-	0.00	-				-		
AHEC Intern	20,000.00	0%	20,000.00	-				-		
Water Program	9,500.00	10%	8,566.00	934.00			600.00	334.00		
Sanitarian	21,264.00	0%	21,264.00	-				-		
Other PH Grants	-	-	(13,706.80)	13,706.80		7,577.75	1,556.80	4,572.25		
Host Compliance	7,000.00	0%	7,000.00	-				-		
Stericycle	500.00	0%	500.00	-				-		
	58,264.00	25%	43,623.20	14,640.80	-	7,577.75	2,156.80	4,906.25	-	-
Reproductive Health										
Essentia Health	-	-	0.00	-				-		
Cert Language	-	-	0.00	-				-		
Wi State Lab	-	-	0.00	-				-		
		0%	0.00	-	-	-	-	-	-	-
Immunizations										
	-	0%	0.00	-				-		
	-	0%	0.00	-	-	-	-	-	-	-
Preparedness										
	-	0%	0.00	-				-		
	-	0%	0.00	-	-	-	-	-	-	-
Birth to Three										
Birth - Three	73,000.00	33%	48,675.31	24,324.69	4,299.60	8,598.31	3,485.56	7,941.22		
	73,000.00	33%	48,675.31	24,324.69	4,299.60	8,598.31	3,485.56	7,941.22	-	-
Agency										
Other	200.00	0%	200.00	-				-		
Legal Services	-	-	0.00	-				-		
	200.00	100%	200.00	-	-	-	-	-	-	-
	5,062,575.00		3,697,812.04	1,364,762.96	202,726.52	317,828.52	508,123.40	336,084.52	-	-

Other County costs not HHS expense

83.99

68.77

2024 HS RECEIPT RECAP

		BUDGET	% OF BUDGET	TOTAL RECEIVED	JAN	FEB	MAR	APRIL	MAY
ADRC	225-61-54107		0%	-					
				-	-	-	-	-	-
Elder Abuse	225-626-54114	-	0%						
		-	0%	-	-	-	-	-	-
Long Term Care	225-627-54114								
LTC Assessment			over	930.00		750.00	180.00		
NW Counseling Rent/Utilities		20,281.00	29%	5,850.22	2,070.22	1,260.00	1,260.00	1,260.00	
				6,780.22	2,070.22	2,010.00	1,440.00	1,260.00	-
APS	225-625-54114			-					
APS Other			0%	-					
Guardianship		3,336.00	3%	85.00		15.00		70.00	
		3,336.00	3%	85.00	-	15.00	-	70.00	-
AODA/MH	225-650-54108								
CSP MA		546,636.44	5%	28,098.99			28,098.99		
IDP		15,044.23	34%	5,143.27	2,139.51	1,799.65	1,601.40	(397.29)	
AODA MA		-	0%	-					
AODA CLIENT		-	over	215.00				215.00	
AODA INSURANCE		-	0%	-					
OWI CLIENT		21,000.00	22%	4,675.00	1,675.00	1,250.00	250.00	1,500.00	
VICTIM IMPACT PANEL		-	0%	-					
TRANSITION HOUSE		5,399.98	346%	18,688.90	5,500.00	1,795.00	4,488.00	6,905.90	
TRANSITION HOUSE MA		-	0%	-					
INPATIENT AODA CLIENT		-	0%	-					
I & R MH Client		9,793.99	0%	25.00			25.00		
I & R MH MA		2,392.49	0%	-					
I & R MH Insurance		-	0%	-					
AODA Reimbursement		-	0%	-					
NORTHLAND CLIENT		-	0%	-					
NORTHLAND CRISIS BED (IP) MA		37,121.78	21%	7,743.86			5,914.84	1,829.02	
INPT MH CLIENT		26,614.70	47%	12,489.29	2,320.40	1,777.39	2,794.00	5,597.50	
NORTHLAND MOBILE CRISIS (OP) MA		13,631.09	68%	9,322.56			1,803.58	7,518.98	
NORTHLAND MOBILE CRISIS (OP) Insurance		-	0%	-					
NORTHLAND CRISIS CLIENT		-	0%	-					
MH Residential		-	0%	-					
CCS MA		258,000.00	2%	5,250.02	1,735.70		1,521.45	1,992.87	
		935,634.70	10%	91,651.89	13,370.61	6,622.04	46,497.26	25,161.98	-
FAMILY SERVICES	225-700-54109								
3561 FOSTER		6,977.50	75%	5,264.70	2,817.54	918.28	704.76	824.12	
3561 GROUP HOME		-	0%	-					
3561 RCC		15,995.98	1%	138.48	138.48				
FOSTER ADMN		-	0%	-					
FAMILY SERVICES		17.00	513%	87.25				87.25	
Kinship		-	over	11.32	11.32				
TSSF		-	0%	-					
		22,990.48	24%	5,501.75	2,967.34	918.28	704.76	911.37	-
Family Support									
Children's COP MA	225-707-54109	-	0%	-					
CLTS Client	225-706-54109	-	over	172.00	36.50	62.50	36.50	36.50	
CLTS MA	225-706-54109	262,000.00	42%	41,922.93	24,601.61		17,321.32		
CLTS Case Management MA	225-706-54109			69,281.98	321.30	20,563.20	29,170.82	19,226.66	
		262,000.00	42%	111,376.91	24,959.41	20,625.70	46,528.64	19,263.16	-
Juv Justice	225-750-54116								
Other		168.00	0%	-					
366 FOSTER		-	0%	-					
366 GROUP HOME		-	0%	-					
366 RCC		-	0%	-					
		168.00	0%	-	-	-	-	-	-
PH	225-65-54111								
Public Health		10,002.48	39%	3,885.85	100.50	3,377.10	315.00	93.25	
		10,002.48	39%	3,885.85	100.50	3,377.10	315.00	93.25	-
Reproductive Health	225-75-54121								
RH MA		22,657.70	26%	5,957.75	947.43	251.11	2,847.78	1,911.43	
RH Client		857.76	42%	363.00		363.00			
		23,515.46	69%	6,320.75	947.43	614.11	2,847.78	1,911.43	-
Immunizations	225-76-54122								
Imm MA		-	0%	-					
Imm Client		-	0%	-					
Imm Insurance		-	0%	-					
		-	0%	-	-	-	-	-	-
MCH	225-77-54123								
		-	0%	-					
		-	0%	-	-	-	-	-	-
Health Check	225-78-54124								
Health Check MA			0%	-					
		-	0%	-	-	-	-	-	-
Lead	225-79-54125								
Lead MA		-	0%	-					
		-	0%	-	-	-	-	-	-
PNCC	225-83-54129								
PNCC MA			0%	-					
		-	0%	-	-	-	-	-	-
Sanitarian	258-65-54104								
Sanitarian		318,727.00	5%	17,090.00	5,270.00	1,065.00	2,935.00	7,820.00	
		318,727.00	5%	17,090.00	5,270.00	1,065.00	2,935.00	7,820.00	-
Water Testing	258-65-54105								
Water Testing		11,524.75	146%	16,805.00	6,430.00	7,160.00	1,720.00	1,495.00	
		11,524.75	146%	16,805.00	6,430.00	7,160.00	1,720.00	1,495.00	-
Birth to Three	225-67-54113								
BIRTH - THREE CASE MGMT - MA		95,749.60	16%	7,317.95	2,536.21		3,059.44	1,722.30	
BIRTH - THREE PT - OT - MA				8,256.85	2,123.42	43.35	4,757.77	1,332.31	
BIRTH - THREE CLIENT		500.00	20%	100.00		25.00	25.00	50.00	
BIRTH - THREE INSURANCE		-	over	289.99		64.34	225.65		
		96,249.60	0%	15,964.79	4,659.63	132.69	8,067.86	3,104.61	-
Admn	225-60-54106								
Copies			0%	-					
				-	-	-	-	-	-
		1,684,148.47	337%	268,681.94	60,775.14	42,539.92	111,056.30	61,090.80	-