NOTICE OF COMMITTEE MEETING

COMMITTEE: EXECUTIVE COMMITTEE

PLACE: COUNTY BOARD ROOM – SECOND FLOOR, ONEIDA COUNTY COURTHOUSE
ZOOM CALL-IN OPTION – 1-312-626-6799
Meeting ID: 894 6736 6049 Password: 490169

**** If you are having difficulties with zoom please call the County Clerk's Office at 715-369-6125. Zoom is being offered as a convenience for this meeting. If zoom functionality drops, the meeting will continue in-person at the location listed above.**

DATE: WEDNESDAY, JULY 29, 2026 **TIME:** 8:30 AM

The Executive Committee consists of a quorum of County Board Supervisors that also sit on the Planning and Development Committee, Public Works and Public Safety Committee, however, those committees will not take any formal action at this meeting. It is possible that a quorum of county board members will be at this meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the County Board pursuant to State ex rel Badke v. Greendale Village Board, Wis 2d 553, 494 n.w.2d 408 (1993), and must be noticed as such, although the County Board will not take any formal actions at this meeting. It is also possible that there may be quorums of other County Board Committees present, although those committees will not take any formal action at this meeting.

ALL AGENDA ITEMS ASSUMED TO BE DISCUSSION/DECISION ITEMS

AGENDA:

1. Call to order and Chairperson's announcements.
2. Approve agenda for todays meeting (order of agenda items at Chairperson's discretion).
3. Approve minutes of July 15, 2026
4. Public comment
5. Clerk of Courts / Corporation Counsel / Planning and Zoning e-file citations
6. Northwoods Transit Connections (Oneida-Vilas Transit Commission) Loan
7. PTO Policies and Allowable Balances
8. Employee Performance Evaluation Process
9. Efficiency Study
10. Monthly reports (including invoices paid, budget to actual) and department updates:
    a. LRES
       - LRES Monthly Update

    b. Finance
       - Sales Tax by Month Report

    c. ITS
       - IT Planning update

    d. Treasurer
    e. County Clerk
11. WIC/Public Health LTE – Increase 2026 Hours
12. Public comment
13. Dates and items for future agenda/meetings
14. Closed Session - It is anticipated that a motion will be made, seconded, and approved by roll call vote to enter into closed session pursuant Section 19.85(1) (c), Wisconsin Stats., "considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility" (Topic: Community Health Supervisor Compensation). A roll call vote will be taken to go into closed session and it is anticipated that the Committee will return to open session by roll call vote to consider the remainder of the meeting agenda.
15. Announcement of action taken in closed session, or take action based on closed session (NOTE: If the announcement of action taken in closed session would compromise the need for the closed session, the action taken will not be announced. Any action taken in closed session may be announced when the need for the closed session has passed).
16. Adjourn

Notice of Posting Time 630 p.m. Date: 07/24/2026 Place: Courthouse Bulletin Board
Billy Fried, Chair Notice posted by: Tracy Hartman, County Clerk
Notice posted by chief presiding officer or his/her designee. Additional information on a specific agenda item may be obtained by contacting the person who posted this notice at 715-369-6125.

News Media Notified via Mail/Fax/Email:	Time 630 p.m.	Date: 07/24/2026	
Northwoods River News	The Lakeland Times	North Star Journal	WPEG
WJFW TV Channel 12	NRG Media	WYCE Radio	Sunlight Report
WRJO Radio	Tomahawk Leader	WXPR Radio	

Notice is hereby further given that pursuant to the Americans with Disabilities Act reasonable accommodations will be provided for qualified individuals with disabilities upon request. Please call Tracy Hartman at (715) 369-6125 with specific information on your request allowing adequate time to respond to your request.

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See reverse side of this notice for compliance checklist with the Wisconsin Open Meeting Law.

GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.

2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.

2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to apprise members of the public and news media.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.

2. No less than 2 hours prior to the meeting if the presiding officer establishes there is good cause that such notice is impossible or impractical.

3. Separate notice for each meeting of the governmental body must be given.

EXEMPTIONS FOR COMMITTEES & SUBUNITS

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful setting to act or deliberate upon the subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded and carried by roll call majority vote and recorded in the minutes.

2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

SYNOPSIS OF STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Concerning a case which was the subject of a Judicial or quasi-judicial trial before this governmental body Sec. 19.85(1)(a)

2. Considering dismissal, demotion or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).

3. Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Sec.19.85(1)(c).

4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).

5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).

6. Considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. Sec.19.85(1)(f), except where paragraph 2 applies.

7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).

8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

PLEASE REFER TO CURRENT STATUTE SECTION 19.85 FOR FULL TEXT

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.

2. May not convene in open session, then convene in closed session and thereafter reconvene in open session within twelve hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.

3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

4. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session.

5. In order for a meeting to be closed under Section 19.85(1)(f) at least one committee member would have to have actual knowledge of information which he or she reasonably believes would be likely to have a substantial adverse effect upon the reputation involved and there must be a probability that such information would be divulged. Thereafter, only that portion of the meeting where such information would be discussed can be closed. The balance of that agenda item must be held in open session.

BALLOTS, VOTES AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.

2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.

3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than $25.00 nor more than $300.00 for each violation.

Prepared by Oneida County Corporation Counsel Office - 5/16/96

Agenda

EXECUTIVE COMMITTEE
JULY 15, 2026
MINUTES

Committee members present: Chairman Billy Fried; Debbie Condado; Michael Tautges; Dan Hess, Russ Fisher, Scott Holewinski, Ted Cushing.

Call to order: Chairman Fried called the meeting to order at 8:30 a.m. in the County Board Room of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve Agenda:
Motion/Second: Cushing/Tautges to approve today's Agenda with the order of items at the Chair's discretion. All "Aye"; Motion passes.

Approve Minutes of June 17, 2026:
Motion/Second: Holewinski/Condado to approve the Minutes of the June 17, 2026 Meeting. All "Aye"; Motion passes.

Public comment: None

PFAS Point of Contact / Committee:
Fried explained that the County is involved in litigation at this time and he felt there should be a discussion regarding PFAS. Corporation Counsel Chad Lynch stated that the only issue that he is aware of is Solid Waste at this time. Lynch noted that other potential issues are going on with the towns. Fried reported that it is good that the County is aware of these issues. Jensen explained that you don't really want the committees repeating the same discussion topics. Hartman questioned what the point would be of an actual committee, as there are so many issues with PFAS that are separate issues. Hess stated that this is a DNR issue and they are in charge of water; people should be going to their website for information. Hess explained that Health, Conservation, and Solid Waste each have different issues. Lynch stated that down the road a committee may be a good idea, but the DNR is the lead on this at this point. Discussion regarding potential litigation issues.

2026 in Rem parcel summary:
Treasurer Tara Ostermann presented her list of delinquent taxpayers that are in the In-Rem process. Ostermann stated that she will be requesting the Sheriff's Office to visit any properties that have a structure on it. Ostermann reported that there is one with a public health judgment for non-inhabitable housing on it. Ostermann explained the process for delinquent properties.

Request to Create Two LTE WI Home Energy Assistance Program Assistant Positions:
Human Service Department Director Beth Hoerchler reported that their department administers the Fuel Program and in the past has been processed through their Economic Support Department. Hoerchler stated that a lot is going on in the Economic Support Department and they want to move who is in charge of the Fuel Program. Hoerchler stated that they are looking to add 2 LTE positions and move the program to the Timber Drive location to be administered under Financial Services Supervisor Heidi Chavez. Discussion ensued regarding funding, is was determined that the LTE positions would be funded through the state.

Motion/Second: Hess/Cushing to approve the two LTE WI Home Energy Assistance Positions as presented, with funding to come from the state. All "Aye"; Motion passes.

Agenda

Human Services Out-Of-Home Placement Budget:
Jensen stated there are tables with the average out-of-home costs in the packet. Jensen reported that these reports break down the yearly cost to the County. Hoerchler presented the different types of placement, noting that this can cost up to $750/day for a Correctional Placement. Hoerchler explained that there are currently no kids placed in a Corrections Placement at this time, Residential Treatment Care is for highly behavioral kids that need a lot of services, Group Home Placements are typically an 8-bed placement with in-house staff, Foster-care Placements are based on the needs of the kids and are more of a home living situation, and the least costly is the Kinship Care Placements that are family or “like” family placements. Discussion regarding budgeting for the increased costs. Hoerchler noted that Residential care costs have increased significantly. Discussion regarding future budgeting. Fried questioned how to minimize the increased cost or what strategies could be adopted. Discussion regarding cost and Foster Home availability.

Bug Tussel Update:
Hartman stated that one of the things that they have been trying to accomplish is the connectivity to all of the County buildings. Hartman explained that they have completed the connections to all of the County sites that we have requested. IT Directory Jason Rhodes presented an update on Solid Waste. Rhodes reported that they now have connectivity and they are on the County System. Rhodes noted that they also have WIFI and they are currently working on adding them to the County phone system. Hartman stated that they should start seeing an increase in customers as portions of Minocqua and Three Lakes are now live.

State and Local Cybersecurity Grant Program / Security Enhancement Grant Award:
Rhodes stated that they have obtained a grant for cybersecurity updates through Emergency Management. Rhodes explained that this will save some costs in the 2027 budget. Rhodes reported that this is in the amount of $97,500. Rhodes noted that he will need approval and a signature from the County Board Chair.

Motion/Second: Hess/Fisher to approve the State and Local Cybersecurity Grant Program / Security Enhancement Grant 2023-SLCGP-01-14690 in the amount of $97,500. All “Aye”; Motion passes.

2027 Health Insurance Plan Update:
Lueneburg stated they are going out to bid for the Health Plan and should get those back in August. Lueneburg stated that the renewal is not ready for 2027 at this time but looks to be an increase of approximately 5% to 6%. Lueneburg noted that this would be a modest increase. Fried asked Lueneburg to look at other counties and school districts to see what the employees' share of Health Insurance is.

Paid Time Off Policies and allowable balances:
Fried stated that if a change is to be looked into, this would be something that would be implemented for new hires. Fried stated that some of these high PTO payout balances are a big financial liability to the County. Discussion regarding PTO payout balances and how PTO is earned. Lueneburg explained that employees can save up to 1000 hours of PTO. Hartman noted that for most of these employees who have larger balances, it would actually be a hardship to the department if these employees actually used it. Hess stated that 1000 hours banked is really not a lot for a longer-term employee. Lueneburg referenced the list presented, noting that there are not a lot of employees in this range. Fried stated that there are changes that can be made for future employees. Discussion regarding the amount of banked hours and the value. Holewinski stated that we are not talking about a lot of people; we should not look at cutting the employees.

Agenda

Highway Finance Technician Overlap Training:
Lueneburg stated that at the Highway Department there is a changeover in office staff; the Finance Technician will be taking over the Finance Specialist position. Lueneburg stated that the Finance Technician position has been hired and it is an employee within the County. Lueneburg stated that overlap training of one week was requested for the person moving into the Finance Technician position. Discussion regarding the need for overlap training.
Motion/Second: Fried/Cushing to approve the Highway Finance Technician overlap training as presented for one week.
Vote on Motion: 6 Aye; 1 Nay, Holewinski
Motion: Passes

Department Head Vacancy Updates:
Lueneburg reported that the new Finance Director, Heather Marheine, is starting Monday, July 20th. Lueneburg explained that the Planning and Zoning Director is currently being recruited for. Lueneburg stated that the tentative date of retirement is August 31, 2026. Lueneburg went over options for posting the position and the difficulties they have had. Discussions regarding the options and challenges. Lueneburg was directed to pursue LinkedIn and to check with Planning and Zoning for funding.

Motion/Second: Fried/Cushing to authorize the Human Resource Director to pursue recruitment for the Planning and Zoning Director vacancy with funding to come from the Planning and Zoning Department; if that is not available, funding will be determined by this Committee. All “Aye”; Motion passes.

Public comment: None

Dates and items for future agenda/meetings:
The next date was set for July 29th.

ADJOURNMENT:
Chairman Fried adjourned the meeting at 10:32 a.m.

Paid Time Off (PTO)

Paid Time Off consolidates all paid time benefits, except non exempt Compensatory Time off, into a single "bank account" of paid leave that the employee will manage and draw from in accordance with the following provisions.

1. *Use.* The non-exempt employee may use Paid Time Off in increments as small as fifteen (15) minutes. PTO shall not be retroactive except in the case of an emergency. Non-emergency notification must be made and approved before the start of the employee's shift. In cases of emergency, the employees Supervisor or Labor Relations and Employee Services Office shall be notified in a reasonable time frame following the event. It will be left up to each department to establish procedures. Part-time positions are granted Paid Time Off based on the authorized percentage the part-time employee works, not actual hours. It is the responsibility of the department head to ensure that the part-time employee works very close to their authorized number of hours.
2. *Pay*. Paid Time Off hours will be paid at the current rate of the employee at the time the PTO is taken.
3. *Banks.* Employees may bank a specified amount of Paid Time Off.
4. *Termination.* Upon termination, for any reason, the employee shall be paid the total amount of Paid Time Off in the employee's bank, up to 1,000 hours, at the rate of pay of the employee at the time of termination. An employee who terminates his/her employment will have earned some Paid Time Off days/hours. This will be considered as part of the payout, PTO shall not be used as part of the two- or four-week notice agreement (for time off during the notice period see “Termination of Employment”). If for any reason a proper notice (two or four weeks depending on position) is not given to the county up to the required amount of notice (10 to 20 working days) of PTO may be withheld from the final pay-out. For part-time employees, the amount of the PTO 1000-hour limit shall be prorated according to their part-time percent (for example, a 75% position will only be paid out 750 hours).
5. *Schedule.* The following schedule of accruals shall be pro-rated for part-time employees based upon the normal hours of work of the respective employee.
6. *Exempt employees:* may only use Paid Time Off (PTO) in full or half day increments.

Exempt Employees

Paid Time Off Schedule. The following schedule of accruals shall be pro-rated for part-time employees based upon the normal hours of work of the respective employee.

- An employee with less than 6 months of continuous service for the County shall be entitled to thirty-two (32) hours.
- An employee with more than 6 months, but less than one year of continuous service for the County shall be entitled to thirty-two (32) hours.

- An employee with more than 1 year, but less than 8 years of continuous service for the County shall be entitled to two hundred thirty-two (232) hours.
- An employee with more than 8 years, but less than 15 years of continuous service for the County shall be entitled to two hundred sixty-four (264) hours.
- An employee with more than 15 years, but less than 20 years of continuous service for the County shall be entitled three hundred four (304) hours.
- An employee with more than 20 years, but less than 25 years of continuous service for the County shall be entitled to three hundred forty-four (344) hours.
- An employee with more than 25 years of continuous service for the County shall be entitled to three hundred eighty-four (384) hours.

Non-exempt Employees
Paid Time Off Schedule. The following schedule of accruals shall be pro-rated for part-time employees based upon the normal hours of work of the respective employee.

- An employee with less than 6 months of continuous service for the County shall be entitled to twenty-four (24) hours.
- An employee with more than 6 months, but less than one year of continuous service for the County shall be entitled to twenty-four (24) hours.
- An employee with more than 1 year, but less than 8 years of continuous service for the County shall be entitled to two hundred sixteen (216) hours.
- An employee with more than 8 years, but less than 15 years of continuous service for the County shall be entitled to two hundred forty-eight (248) hours.
- An employee with more than 15 years, but less than 20 years of continuous service for the County shall be entitled to two hundred eighty-eight (288) hours.
- An employee with more than 20 years, but less than 25 years of continuous service for the County shall be entitled to three hundred twenty-eight (328) hours.
- An employee with more than 25 years of continuous service for the County shall be entitled to three hundred sixty-eight (368) hours.

7.*Earning.*
New Hires *(after 1/01/2025)*
Non-exempt employees receive the following:
Date of Hire employee receives 24 hours of usable PTO
At six months of employment, employee receives 24 hours of usable PTO
One-year employment anniversary date, employee receives 216 usable hours of PTO into their bank.

Should an employee in "good standing" terminate within their first year of employment, they will only receive a cash payout of banked PTO.
Exempt employees receive the following:
Date of Hire employee receives 32 hours of usable PTO
At six months of employment, employee receives 32 hours of usable PTO
One-year employment anniversary date, employee receives 232 usable hours of PTO into their bank.
Should an employee in "good standing" terminate within their first year of employment, they will only receive a cash payout of banked PTO.
On-going Employees *(after one year of employment - after 01/01/2025)*
Starting on the one-year employment anniversary date the employee begins to accrue unusable PTO hours based on their year in the PTO schedule. This amount will be deposited to the employee's PTO bank monthly as usable PTO.
Effective 01/2025
8. Leave of Absence (LOA). Employees on an unpaid Leave of Absence of forty (40) hours or more do not earn PTO hours. An employee's PTO earnings will be adjusted accordingly. When requesting a LOA, an employee may reserve enough PTO hours to cover the remaining closure days for the current year. An Employee with a PTO balance in excess of the remaining closure days for the current year will not be granted an unpaid LOA.
9.Closed Days. When the Courthouse and its outlying offices are closed employees not working must be paid for the designated closure day, using earned or borrowed Paid Time Off hours if available. Non-exempt employees working on a closed day may claim PTO in addition to hours worked. Effective January 2016, all employees including employees in the Support Services Division of the Sheriff's Office, within their first year of employment shall have paid closed days. Should an employee be required to work on a closed day during their first year of employment, the employee may use the paid closed day on another day during their first year of employment or claim the paid closed day in addition to hours worked. (*Updated 02/26/2016*) Department Heads shall determine if Part Time employees in their department are required to be paid for the designated closure day, Paid Time Off at the percentage of hours their position is designated.

For the Sheriff's Department staff except employees of the Support Services Division: as these offices are never closed employees are not required to be paid for Closed Days as they are already built into the department schedules. If an employee is scheduled to work on a Closed Day and requests to be off, they must be paid using earned or borrowed Paid Time Off. *Updated 01/02/2012*

10.Working. The Department Head may authorize an employee to work on a day that the Courthouse and/or outlying offices are closed. It is expected that this will be a rare occurrence. Department Heads must obtain their Committee of Jurisdiction's approval when the Department Head realizes this may be an on-going occurrence, with notification to the Labor Relations and Employee Services and Finance Offices. Employees will be paid at their straight time hourly rate unless the pay qualifies as overtime according to the Compensatory Time and Overtime rules. Employee may also qualify for Premium Pay.

11.Carryover. Effective December 31 of each year employees will be allowed to carryover a maximum of 1,000 hours as recorded on the paycheck. It is noted that as of December 31, employees will have earned PTO hours that are not recorded on the paycheck. Employees need to be aware of the unrecorded, yet earned, accrual. The unrecorded accrual is not included in the 1,000 limit for carryover.

12.Termination. Upon termination, for any reason, the employee shall be paid the total amount of Paid Time Off in the employee's bank, up to 1,000 hours, at the rate of pay of the employee at the time of termination. An employee who terminates his/her employment may have earned some Paid Time Off hours. This will be considered as part of the payout, subject to the 1,000-hour limit. For Part-Time employees, the 1,000-hour limit payout shall be will only be paid out 750 hours).

The only exceptions to the 1,000-hour maximum payout are in the event of death or a duty disability determination of an active county employee. The 1,000-hour maximum can be exceeded to include the earned PTO,from the last monthly deposit to employees bank to the date of death, or date of termination due to duty disability.

Annually, during the 1st full pay period in November, Employees with a minimum of 500 hours in their PTO banks, (* subject to the last sentence of this paragraph), may notify the LRES Office of their irrevocable election to convert PTO hours not to exceed the hours which the employee otherwise would be allocated on January 1st to payment, at the employee's hourly rate of pay at the time of payment. The employee will receive the PTO payout on the second payday in January following the irrevocable election. *The minimum amount of hours required to be in an employee's PTO bank in order to be eligible to participate in the payout may be increased above 500 hours by the LRES Office no later than November 1st each year, to avoid such payment being considered as earnings by the Employee Trust Fund.

Agenda

2026 PTO Usage and Balances*

updated 07.22.26

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
1	26.7	166.25	165.75	1099	41.1
2	25.1	175.33	220	997	39.7
3	17.9	144	32	940	52.4
4	16.5	152	107.25	869	52.8
5	9.8	124	47	856	87.4
6	18.9	152	42	854	45.2
7	9.9	124	43	843	85.0
8	29.5	192	268	831	28.2
9	20.6	164	133	809	39.2
10	3.9	108	55.5	805	205.4
11	27.9	192	118.25	804	28.9
12	24.5	172	92	782	31.9
13	13.9	132	92	775	55.9
14	30.0	192	160	759	25.3
15	15.7	144	113	744	47.3
16	37.0	182	124	738	19.9
17	9.5	124	69.5	729	76.9
18	4.2	108	21.25	718	172.6
19	6.8	108	40	712	104.5
20	31.3	66	76	702	22.4
21	33.1	192	280	692	20.9
22	26.7	184	230	690	25.8
23	12.6	124	59.5	666	52.7
24	27.5	192	227.5	660	24.0
25	4.6	108	120	648	139.6
26	11.8	124	152	641	54.2
27	20.6	164	132	630	30.7
28	13.8	132	168	630	45.5
29	15.8	144	53.25	626	39.6
30	5.0	116	96	625	125.7
31	8.8	124	22	625	71.0
32	12.1	27	80	623	51.3
33	8.7	132	38	611	70.4
34	8.1	38.67	50	606	74.5
35	2.9	116	84	586	204.6
36	10.6	124	183	583	55.2
37	6.1	116	56	581	95.9
38	3.0	108	16	571	193.3
39	35.5	184	0	552	15.5
40	27.0	182	40	548	20.3
41	3.9	52	108	530	136.0
42	26.0	184	131.5	528	20.3
43	6.1	116	115.25	528	86.5
44	10.4	124	56	520	50.1

Agenda

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
45	8.1	118.67	125.25	496	61.2
46	7.7	108	130.25	489	63.7
47	8.1	108	87.5	487	60.4
48	12.1	124	199	463	38.2
49	2.4	108	48	456	193.4
50	21.8	42	156	454	20.8
51	8.8	132	112	430	48.7
52	17.2	152	0	416	24.2
53	11.0	124	186.5	412	37.3
54	2.2	108	63.25	411	189.1
55	5.8	108	91.75	408	70.0
56	16.5	144	0	408	24.7
57	6.5	412.76	10	403	61.8
58	4.4	116	112	402	90.5
59	13.1	124	92.25	402	30.7
60	27.8	192	236	402	14.4
61	35.5	184	130.25	400	11.3
62	20.4	157.33	50.3	395	19.4
63	1.3	290	40	376	283.2
64	2.8	108	75	372	132.6
65	12.4	124	0	372	29.9
66	4.2	116	168	371	88.2
67	12.4	158.5	166.25	367	29.5
69	2.2	108	43.25	364	164.6
68	9.4	124	0	364	38.9
70	2.5	108	128	362	144.2
71	14.5	124	102.75	361	25.0
72	1.5	306	19.5	359	247.2
73	2.3	108	88	358	154.0
74	6.3	108	95.5	357	56.5
75	3.5	108	169.5	356	101.8
76	13.5	132	215	353	26.1
77	15.8	152	112	347	22.0
78	3.6	108	125	346	95.8
79	27.1	184	237.25	344	12.7
80	14.4	124	136.75	338	23.4
81	5.5	164	221	337	61.4
82	9.2	132	64	336	36.5
83	7.2	108	56	335	46.5
84	5.8	116	126	331	56.9
85	6.1	108	133.5	331	54.5
86	2.2	108	120	330	150.6
87	3.7	362.4	33.5	329	89.0
88	4.4	108	133	329	74.8
89	1.4	137.33	149	327	235.9
90	2.4	375.67	50	326	137.8
91	10.8	124	129.5	324	30.0

Agenda

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
92	7.5	325.33	8	317	42.3
93	15.6	144	130.75	312	20.1
94	5.9	108	114.5	305	51.9
95	3.7	108	75.75	294	80.5
96	1.9	108	94.75	292	154.8
97	6.1	144	139.5	289	47.6
98	3.9	108	39.61	284	72.6
99	1.3	252	16	284	223.2
100	8.8	132	147	283	32.2
101	6.4	116	156	281	43.7
102	5.0	108	173.25	278	55.4
103	10.8	132	128	277	25.6
104	1.2	260	23.25	277	228.4
105	10.4	124	225.5	277	26.6
106	2.2	108	116.75	276	128.1
107	18.8	152	172	268	14.3
108	5.1	116	140	268	53.0
109	5.6	108	42.5	266	47.5
110	12.8	124	126	266	20.7
111	1.6	348	92	256	164.6
112	5.6	108	51	255	45.7
113	8.4	118.67	139.25	255	30.3
114	2.0	100	104	254	125.8
115	18.0	152	218.5	253	14.0
116	1.1	234	66	251	228.2
117	21.7	164	153	247	11.4
118	4.4	108	137.75	247	55.7
119	9.5	124	171.25	244	25.7
120	3.2	114.67	136	243	77.0
121	9.0	124	189	240	26.7
122	1.5	235.5	37.5	234	159.2
123	16.8	144	167.5	233	13.9
124	4.0	108	86	227	57.4
125	1.9	108	177	227	119.1
126	1.8	59.4	0	224	127.8
127	12.1	124	34.25	219	18.0
128	2.2	108	98.5	216	97.1
129	12.7	132	0	213	16.8
130	1.2	234	44.75	212	180.4
131	0.8	152	110	212	
132	1.6	108	138.5	211	128.7
133	1.2	234	48	210	177.0
134	1.1	216	32	208	194.0
135	1.6	324	141.25	206	132.4
136	1.1	234	57	205	180.0
137	16.3	152	192	204	12.5
138	1.2	252.87	88.5	200	163.5

Agenda

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
139	12.1	124	178.5	200	16.6
140	1.9	108	141.25	195	105.3
141	19.9	152	152.25	193	9.7
142	1.2	234	53	190	159.1
143	1.6	108	153.25	189	116.6
144	7.4	108	120	188	25.6
145	1.1	275.33	120	187	164.5
146	4.7	108	135	182	38.8
147	1.4	244.8	63.25	181	125.1
148	3.8	108	112.5	181	47.3
149	8.7	124	106.25	179	20.5
150	2.3	108	112	174	75.5
151	1.3	270	113.75	173	131.6
152	10.5	124	203.5	170	16.2
153	1.5	184.8	16	169	114.9
154	2.3	108	148.25	166	71.3
155	9.7	124	164.53	165	17.1
156	7.9	108	89	165	20.9
157	5.6	54	0	162	28.8
158	2.7	108	137.5	160	58.3
159	3.3	114	131.75	160	49.0
160	16.2	91.2	71.75	159	9.8
161	2.7	108	143.75	152	55.9
162	5.0	124	140	152	30.6
163	6.4	108	159	151	23.6
164	8.6	124	54.25	147	17.1
165	2.0	108	105.25	145	73.2
166	2.4	108	222.75	144	60.2
167	14.4	132	208	144	10.0
168	10.3	124	155.62	144	14.0
169	1.2	234	115	143	122.6
170	9.3	124	122.5	142	15.3
171	3.6	108	176.5	140	38.5
172	4.1	108	84.25	139	34.0
173	3.0	116	87.5	139	46.7
174	2.3	152	152	139	61.6
175	3.2	116	176	130	40.1
176	7.4	116	146	129	17.6
177	7.6	116.37	216.75	129	17.1
178	1.8	108	192	129	73.6
179	13.3	121.5	191.75	125	9.4
180	5.5	108	166.54	124	22.7
181	1.4	288	167.75	122	86.5
182	1.2	252	172	120	97.3
183	7.1	108	177.5	119	16.8
184	5.0	108	90	119	24.0
185	3.6	116	152	117	32.8

Agenda

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
186	6.4	148.12	33.75	114	18.0
187	2.5	108	107.25	113	45.5
188	2.2	108	158	111	49.9
189	7.1	108	133.25	109	15.4
190	1.9	108	221.25	105	56.9
191	10.1	124	142.25	103	10.2
192	9.9	132	140	99	10.0
193	6.9	116	96	99	14.2
194	2.9	108	153.5	97	33.5
195	8.0	144	204.75	91	11.4
196	3.6	127.7	38	90	24.6
197	4.9	116	135.5	85	17.3
198	5.6	108	198.5	80	14.5
199	16.8	144	199.75	77	4.6
200	7.8	116	152	74	9.4
201	2.4	108	205	73	29.9
202	7.0	108	111	72	10.2
203	5.9	108	117.5	70	11.9
204	7.6	108	132.25	67	8.9
205	2.3	108	112.5	64	27.7
206	5.1	108	215.75	62	12.1
207	3.9	108	139.5	61	15.8
208	8.7	132	144	61	7.0
209	6.9	108	156.5	59	8.6
210	10.1	124	128.25	59	5.8
211	10.0	124	106.5	59	5.9
212	24.7	172	204.25	58	2.3
213	6.7	108	143	54	8.0
214	6.5	116	154.25	52	8.0
215	4.6	116	105.5	49	10.8
216	9.7	99.2	90.25	48	5.0
219	0.7	24	0	48	
217	0.7	24	0	48	
218	0.6	64	16	48	
220	3.3	116	203.5	48	14.3
221	0.9	24	1.25	47	
222	12.6	124	108.25	47	3.7
223	10.7	132	158.75	46	4.3
224	7.0	43.2	54.85	45	6.4
225	0.6	64	20	44	
226	2.3	108	156.5	44	19.3
227	11.9	140	172	43	3.6
228	4.6	116	187.5	41	8.9
231	1.0	24	8	40	41.4
229	8.6	124	173.25	40	4.6
230	0.9	24	8	40	
232	2.1	108	210.5	39	18.6

Agenda

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
233	2.5	108	221.75	38	15.5
234	3.6	116	164	38	10.5
235	8.6	113.73	128	37	4.3
236	3.8	108	98	37	9.7
237	0.6	24	12	36	
238	2.9	108	146.25	35	11.8
239	0.8	124	115.25	35	
240	7.3	108	100	33	4.5
241	4.1	116	134.25	32	7.8
242	0.7	24	16	32	
243	6.6	108	96.75	31	4.8
244	12.7	132	179.5	30	2.4
245	0.9	24	19.5	29	
246	6.7	108	131	28	4.2
247	0.8	24	12	28	
248	0.7	24	20.75	27	
249	9.1	124	166	25	2.8
250	5.1	108	185	25	4.9
251	0.6	24	39	25	
254	0.8	24	24	24	
252	0.3	24	0	24	
255	0.2	24	0	24	
258	0.2	24	0	24	
257	0.1	24	0	24	
253	0.1	24	0	24	
256	0.1	24	0	24	
259	0.1	24	1.5	23	
260	3.4	55.38	33.25	22	6.5
261	0.3	24	3.25	21	
262	0.5	24	3.5	21	
263	0.8	24	20.5	20	
264	3.9	108	188	18	4.7
265	0.8	24	30	18	
266	3.9	108	273.5	17	4.5
271	1.3	270.5	270.25	16	12.2
268	0.4	24	8	16	
270	0.3	24	8	16	
267	0.2	24	8	16	
269	0.1	24	8	16	
272	0.8	24	27.25	16	
273	0.4	14.4	0	14	
274	4.8	80	108.45	12	2.4
275	0.2	24	12.5	12	
276	0.4	40	29.75	10	
277	0.8	24	32.5	10	
278	0.9	24	40	8	
279	0.8	24	38	8	

Agenda

Employee Count	Years of Service	Accrued	Used	07/10/26 Balance	Avg. carryover per year of Service
280	1.0	24	18	6	6.0
281	3.7	108	136.25	6	1.6
282	5.6	62	58.5	4	0.6
283	0.8	24	37	3	
284	0.2	24	21.5	3	
285	10.6	124	140.5	0	0.0

Averages	**7.5**			**253**	**56.3**

Agenda

*** DRAFT ***

Proposed New Forms

DRAFT Oneida County Employee Performance Evaluation DRAFT

Employee Name

Position Title

Department

Department Head/Supervisor Name

Position Title

Evaluation Period

Instructions

***Employee Instructions:** Complete all Employee sections. Review your current job description, note any recommended changes, and attach the reviewed job description to your completed performance evaluation. Submit both documents to your Department Head or Supervisor and coordinate with your Department Head or Supervisor to schedule a performance evaluation meeting with them.

Department Head or Supervisor: Complete all Management sections by reviewing the Employee's performance in core competencies and current goals, plus complete upcoming goals, strengths/improvements section and comment sections. After meeting with employee, please forward completed evaluation to the LRES Office.

Yes ____ No ____ **Does employee's position require an annual certification/license? If yes, is this up-to-date?**

Core Competencies

1. Quality and Quantity of Work: Produces accurate, timely, and high-quality work while effectively managing workload, resources, and priorities. Demonstrates the knowledge, skills and initiative necessary to perform the essential functions of the position.	**Management Assessment: Meets expectations in this section? (Yes or No)**	
Employee Comments:	Management Comments:	

Core Competencies (continued)

2. <u>Communication and Collaboration</u>: Communicates professionally, respectfully, and effectively while building positive working relationships with coworkers, supervisors, elected officials and the public. Contributes to a collaborative work environment and provides excellent customer service.	**Management Assessment: Meets expectations in this section? (Yes or No)**	
Employee Comments:	Management Comments:	
3. <u>Accountability and Professionalism</u>: Demonstrates integrity, dependability and accountability by following policies, accepting feedback, adapting to change, and taking responsibility for actions and work performance. Supports the County's mission, values, and organizational goals.	**Management Assessment: Meets expectations in this section? (Yes or No)**	
Employee Comments:	Management Comments:	
4. <u>Judgement and Problem Solving</u>: Exercises sound judgement, analyzes situations thoughtfully, and identifies practical solutions. Works independently when appropriate, seeks guidance when needed, and contributes ideas for continuous improvement and innovation.	**Management Assessment: Meets expectations in this section? (Yes or No)**	
Employee Comments:	Management Comments:	

Core Competencies (continued)

5. **<u>Safety and Compliance</u>: Maintains a safe, respectful, and compliant workplace by following applicable laws, policies, procedures, and safety requirements. Promotes safe work practices and addresses safety concerns.**	**Management Assessment: Meets expectations in this section? (Yes or No)**	
Employee Comments:	Management Comments:	
6. **<u>Employment Expectations</u>: Maintains acceptable attendance and punctuality. Follows County policies, procedures and work rules. Maintains confidentiality when required. Uses County equipment and resources appropriately. Contributes to a respectful workplace and does not interfere with the ability of others to perform their work.**	**Management Assessment: Meets expectations in this section? (Yes or No)**	
Employee Comments:	Management Comments:	

Strengths and Areas for Improvement **Management: Complete both sections below.**

Employee Strengths (list three):

Areas for Employee Improvement (list at least two):

Current Performance Goals - Employee: List the goals established at your last performance evaluation and complete the Employee Comment section regarding your efforts towards the goals.

Employee | Manager

Goal #1 met? (yes, partial, no)

Goal #1:

How was goal measured?:

Employee Comments:

Management Comments:

Goal #2 met? (yes, partial, no)

Goal #2:

How was goal measured?:

Employee Comments:

Management Comments:

Goal #3 met? (yes, partial, no)

Goal #3:

How was goal measured?:

Employee Comments:

Management Comments:

Management: Overall, *has the employee achieved a good performance evaluation and, if eligible, should they receive a step increase? (check one)*	**Yes**	**No***

*If 'No' checked above, Performance Improvement Plan must be completed and attached to evaluation.

Upcoming Period Performance Goals

Employee: **Please suggest three potential goals for the upcoming year on the lines below. Goals should focus on growth, not routine tasks. Examples include learning a new skill or improving a current skill, ideas for new projects or cross training opportunities.**

Employee suggested goals:

1)

2)

3)

Management: **Taking into consideration the goals suggested above, please list three goals to be met in this next year for Employee.**

Goal #1:	**How will Goal #1 be measured?:**
	Expected Completion Date:
Goal #2:	**How will Goal #2 be measured?:**
	Expected Completion Date:
Goal #3:	**How will Goal #3 be measured?:**
	Expected Completion Date:

Employee Comments:
Management Comments:

Signatures		
Employee Name:	Signature:	Date:
Supervisor Name:	Signature:	Date:
Department Head Name:	Signature:	Date:
Human Resources Director Name: Jennifer Lueneburg	Signature:	Date:

Agenda

ONEIDA COUNTY

Current Forms Used

EMPLOYEE PERFORMANCE EVALUATION

Updated 5/29/2018

Date Issued by LRES ______________________

Employee Name ______________________

Evaluation Period ______________________

Department ______________________

Employee's Title ______________________

Manager/Supervisor ______________________

Reviewer's Title ______________________

Date of Last Evaluation ______________________

Due Date of Evaluation ______________________

Current Step (Prior to Evaluation) ______________________

Score **0.00**

Job Description Reviewed/Updated ______________________

Type of Evaluation

When completing evaluations other than the Step/Merit evaluation, the evaluator may choose to use a form developed by their department or this form. The evaluator may choose to complete the entire form or only address areas of concern which will be added to the initial evaluation.

- ◯ Three Month
- ◯ Six Month
- ◯ Step/Merit
- ◯ Other/Transfer/Discretionary
- ◯ Follow Up Review
- ◯ Other:

Evaluation completed by (select only one): ☐ Employee (self-eval) ☐ Supervisor

STRICTLY CONFIDENTIAL

Agenda

Current Forms Used

Oneida County values its employees and is committed to empowering employees to be successful at their jobs. In order to honor this commitment, it is important for all leaders of the organization to have focused, meaningful discussions with each of their direct reports on a regular basis, but also to have a more formalized discussion with each of their direct reports utilizing this evaluation tool at least once a year. All Oneida County employees will receive a formal performance evaluation including a formal evaluation meeting annually.

EMPLOYEE PERFORMANCE RATING SCALE

5 Exceptional
4 Exceeds Expectations
3 Meets Expectations/Valued Contributor
2 Needs improvement or developing
1 Unacceptable

EXCEPTIONAL: This is a rating given when the employee's performance is an exception among the workforce in this area. This is a difficult rating to achieve and only given when an employee's performance has consistently and significantly exceeded the standard.

EXCEEDS EXPECTATIONS: This rating is given when an employee's performance frequently exceeds the standard requirements for successful performance.

MEETS EXPECTATIONS/VALUED CONTRIBUTOR: This rating is given when an employee is a steady, reliable performer and whose actions/behaviors consistently contribute to the success of the department and the County.

NEEDS IMPROVEMENT OR DEVELOPING: This rating is given when a employee is not performing at the expected levels of standard performance and needs to make some improvements, or the employee is still learning key aspects of the factor being evaluated.

UNACCEPTABLE: This rating is given when an employee is significantly not meeting the expected standards in this area. Immediate improvement is required.

Agenda

COUNTY - WIDE CORE COMPETENCIES/BEHAVIORS

Please but an X in one score per competency. The form will automatically total each section and calculate the final score and average on the last page.

1. Quality/Quantity of Work	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
A. Accurate, high quality work is a priority, strives to eliminate & identify errors and works to correct them.	Careless; work barely acceptable; many mistakes needs constant supervision.	Work is passable; requires considerable checking.	Work is acceptable quality; little supervision necessary.	Does better than acceptable work; dependable.	Consistently does exceptionally fine work; is chosen for difficult assignments.
Score					
B. Work quantity/volume meets department and organization expectations, works efficiently.	Slow worker; not efficient; seldom able to reach normal output.	Frequently below average; does not make best use of time.	Good producer; works at a steady pace; manages time efficiently.	Rapid, methodical worker; output above average.	Exceptionally rapid; amount produced definitely superior to others.
Score					
C. Takes initiative when appropriate. For example, starts projects independently, takes initiative to identify & solve problems.	Relies heavily on others; must be continually pushed.	Must have detailed instructions; slow in getting started.	Performs regular work without waiting for instruction; occasionally offers input.	Analyzes and completes assignment with minimal help; offers regular input.	Self-starter; very original, makes frequent suggestions; anxious to tackle difficult assignments.
Score					
D. Manages time wisely, considers cost effectiveness, utilizes organization resources wisely.	Does not complete work by deadlines; needs constant follow up to accomplish tasks.	Often completes work after the deadline.	Completed work by established time lines and routinely used time effectively.	Completes projects ahead of time without compromising quality of work.	Completes work way in advance of deadline so supervisor has plenty of time to review and make revisions.
Score					
E. Keeps job knowledge current and has the technical and professional competency required for the job. Understands and applies the job's principles, basic functions and technical skills effectively.	Meager knowledge or understanding of job. Cannot be relied upon at all; must be watched constantly.	Occasionally gets into difficulty with new techniques. Inability to utilize relevant job knowledge.	Applies relevant job knowledge appropriately; meets professional and technical competencies.	Well informed, has more than adequate knowledge of position. Can be relied upon to use good judgment and common sense in facing new situations.	Detailed and complete knowledge of position. Deserves utmost confidence; shows sound judgment and common sense in facing new situations.
Score					
Total Score for Quality/Quantity of Work					**0**

Supervisor Comments (Required for all ratings above or below a "3")

Development Plan (Required for all ratings below a "3")

Current Forms Used

Agenda

2. Attitude, Teamwork & Communication	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
A. Maintains a positive attitude toward work & customers (external).	Disagreeable; resentful; critical of customers.	Indifferent; complains; not always cooperative.	Gets along well with others; does not cause friction.	Creates favorable impression; is cooperative and friendly.	Definite leadership tendencies; tactful excellent attitude; respected by others.
Score					
B. Adapts willingly and remains flexible in regard to changes or modifications of work responsibilities, policies, & procedures. Is cooperative.	Will not make changes willingly.	Moves slowly in accepting change.	Accepts change.	Demonstrates flexibility by adapting to change in work, policies & procedures.	Accepts change and promotes the positives of such change to others.
Score					
C. Professional and respectful to everyone with whom s/he interacts. Ability and willingness to listen. Takes time to respond appropriately.	Routinely treats others unprofessionally and disrespectfully.	Sometimes needs prompting to treat others professionally and respectfully.	Treats others professionally and with respect.	Demonstrates tact and diplomacy.	Role model of treating everyone professionally and respectfully both during and outside of work.
Score					
D. Maintains positive interpersonal relationships within the organization (co-workers, supervisors, County Board members).	Relationships with others are mostly negative.	Needs reminders to maintain positive relationships.	Pleasant, friendly nature.	Courteous and acknowledges the contributions of others.	Well regarded by colleagues, can interact easily with others.
Score					
E. Acts ethically and with integrity in all aspects of his/her work and in all issues related to the County.	Demonstrates the inability to understand right and wrong in issues related to the County.	Needs continual reminders of code of ethics and being honest.	Knows the difference between right and wrong; is honest.	Considered by others to be a leader in ethics and integrity.	Leads by example. Promoting doing what is right in all County issues.
Score					
F. Provides excellent customer service to both internal and/or external customers.	Provides poor or inappropriate customer service.	Lacks patience with customer service issues.	Satisfies customers needs.	Consistently accurate, quality service to all customers.	Anticipate future needs or problems and takes action to meet or solve.
Score					
G. Communicates appropriately with others. Keeps supervisors & others informed of issues or concerns. Communicates in a timely manner utilizing the appropriate methods of communications and with the appropriate individuals.	Fails to communicate with others.	Neglects to keep others informed of issues or concerns.	Provides accurate timely information oral/written; listens actively.	Expresses ideas clearly and effectively orally and in writing.	Seeks feedback on effectiveness of written and oral communication.
Score					
H. Understands the goals of the organization and works to assist the County in meeting those goals.	Encourages others not to support goals.	Does not support the goals established by the County.	Actions and speech reflect a commitment to the County.	Conveys a positive and professional image of the County's goals to others.	Works with others to accomplish the goals of the entire organization.
Score					

Current Forms Used

Agenda

2. Attitude, Teamwork & Communication (Continued)	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
I. Ability to accept advice and revise performance based on feedback from supervisor.	Resentful; does not accept responsibility for own actions.	Often ignores advice and does not revise performance.	Accepts constructive feedback or directives, and is open to new ideas.	Responds to change with a genuine desire to do what it takes to get the job done.	Accepts change; is instrumental in seeing that the change is perceived positively by others.
Score					
J. Contributes and recognizes team accomplishments.	Negative disposition. Does not positively impact team activities.	Participates in team activities; could take more active role.	Positive attitude in team environments.	Positively contributes, participates and promotes teamwork.	Consistently encourages and participates in teamwork; conforming to team needs.
Score					
Total Score for Attitude, Teamwork & Communication					**0**
Supervisor Comments (Required for all ratings above or below a "3")					
Development Plan (Required for all ratings below a "3")					

Current Forms Used

Agenda

3. Judgment & Problem Solving	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
A. Makes appropriate independent judgments. Consults others when needed. Judgments made are sound.	Frequent poor judgment.	Often exhibits poor judgment.	Routinely exhibits good judgment.	Reliable. Makes sound judgments.	Consistently good judgment. Little supervision required.
Score					
B. Works to resolve problems and issues independently when appropriate. Asks for assistance when needed.	Needs constant instruction and guidance.	At times exhibits little resourcefulness.	Acts independently within scope of authority.	Resourceful and occasionally contributes new ideas and methods.	Routinely offers new ideas and methods.
Score					
C. Provides input and makes appropriate suggestions for change. Supports innovation by either being receptive to it or developing innovative ideas.	Does not offer suggestions or offer input. Does not accept change.	Not always receptive to change or offering suggestions.	Participates in providing input and suggestions for change.	Resourceful and occasionally contributes new ideas and methods.	Routinely offers new ideas and methods.
Score					
Total Score for Judgment & Problem Solving					**0**
Supervisor Comments (Required for all ratings above or below a "3")					
Development Plan (Required for all ratings below a "3")					

Current Forms Used

Agenda

4. Safety	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
A. Makes safety a priority	Disregards safety	Follows some safety rules	Follows most safety rules, requires few reminders	Follows safety rules	Leads by example. Reminds others of safety rules.
Score					
B. Adheres to all safety rules and regulations.	Needs constant instruction and guidance.	Follows some safety rules needs constant reminders	Follows most safety rules, requires few reminders	Follows safety rules	Leads by example. Reminds others of safety rules.
Score					
C. Maintains a safe work environment.	Does not offer suggestions or offer input.	Not always receptive to maintaining safe work environment	Keeps safe work environment.	Keeps safe work environment. Offers input and suggestions for safety	Leads by example. Reminds others of safety rules.
Score					
Total Score for Safety					**0**

Supervisor Comments (Required for all ratings above or below a "3")

Development Plan (Required for all ratings below a "3")

Current Forms Used

Agenda

3. Department Head/Manager County-Wide Core Competencies	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
A. Delegates work appropriately and effectively.	Unable to delegate responsibility to subordinates. Makes most decisions for subordinates.	Fails to delegate; too involved in detail.	Delegation and guidance is appropriate.	Delegates effectively and allows some freedom.	Leads by example; assures balanced work loads in department as appropriate.
Score					
B. Manages budgetary and fiscal responsibilities as expected. Is timely in this regard.	Does not meet approved budget or required time lines.	Frequently needs to use contingency funds for overdrawn budget not due to statutory requirements.	Meets requirements and time lines for budget/fiscal responsibilities.	Exceeds Expectations.	Exceptional.
Score					
C. Provides clear direction for staff, communicating regularly with staff. Communicates in an appropriate manner.	Does not communicate with staff.	Communicates poorly with staff.	Provides clear instructions and expectations.	Meets routinely with staff to exchange information and clarify expectations.	Adapts communication methods to respond to different audiences.
Score					
D. Works to create a positive work environment for staff.	Morale problems; efforts to change morale not addressed; affects other depts. and public.	Some problem with morale; unwilling to acknowledge and address.	Morale usually positive.	Morale is positive and infectious to others.	Morale is exceptional.
Score					
E. Mentors and develops staff. Addresses issues immediately.	Inconsistent in appraisal and discipline; does not provide or support opportunities for professional development.	Rarely provides mentorship opportunities. Unaware of competency of staff or needs for development.	Assigns workload to meet staff needs; provides opportunity for appropriate training and workload to meet staff development and needs.	Effective in developing subordinates; knows the skills of subordinates; deals with them consistently.	Regularly evaluate morale. Involve staff in morale activities including self development.
Score					
F. Conducts thorough and timely performance reviews.	Performance reviews are careless, barely acceptable. Lack detail or input.	Performance reviews are passable; requires follow up.	Performance reviews are timely and of acceptable quality.	Does better than average performance reviews.	Consistently performs and documents detailed performance reviews.
Score					
G. Works well with other department heads, County Board, Committees, etc.	Disagreeable, resentful, critical of associates; argumentative.	Indifferent; complains; not always cooperative.	Contributes to positive work environment through interactions with others.	Often the "go to" person when working with other departments, boards or committees.	Definite leadership tendencies; tactful; excellent attitude; respectful of others; respected by others.
Score					
H. Thinks strategically in developing ideas. Assists County in meeting its goals and objectives.	No thought or input in developing ideas that meet the County goals and objectives; resists change.	Does not thoroughly develop ideas that assist in meeting County goals and objectives.	Meets assigned goals and objectives without prompting.	Effective in developing ideas that meet the County's goals and objectives.	Researches and evaluates outcomes when developing ideas and how it meets County goals and objectives.
Score					

Current Forms Used

Agenda

3. Department Head/Manager County-Wide Core Competencies (Continued)	1 Unacceptable	2 Needs Improvement or Developing	3 Meets Expectations/Valued Contributor	4 Exceeds Expectations	5 Exceptional
I. Embraces change and effectively leads change direction.	Indecisive, reluctant to act.	Occasionally fails to take prompt or appropriate actions.	Is willing to make decisions normally within satisfactory time frame; may need guidance with tough decisions.	Usually makes decisions in a timely manner, taking appropriate actions.	Evaluates alternatives and course of action; makes difficult decisions promptly, provides necessary follow-up.
Score					
J. Willingness to make decisions and accept responsibility for results.	Indecisive or reluctant to act. Blames others. Makes excuses.	Occasionally fails to make prompt decisions and take appropriate action.	Makes prompt decisions; takes appropriate actions.	Generally takes decisive action and accepts responsibility for results.	Always willing to assist peers with decisions and accept responsibility for results.
Score					
Total Score for Department Head/Manager County-Wide Core Competencies					**0**
Supervisor Comments (Required for all ratings above or below a "3")					
Development Plan (Required for all ratings below a "3")					

Current Forms Used

Agenda

Prior Period's Performance Goal(s)					
	Unacceptable	Made some progress toward this goal	Met Achievement expectations	Exceeded Expectations	Exceptional
GOAL 1:					
Implementation Date:					
Score					
GOAL 2:					
Implementation Date:					
Score					
GOAL 3:					
Implementation Date:					
Score					
Total Score for Prior Period's Performance Goal(s)					**0**

Action(s) Previously Identified for Attainment:

Supervisor Comments (Required for all rating above or below a "3")

Current Forms Used

Performance Goal(s) For Upcoming Period
Identify a minimum of 3 individual Performance Goals for the next review period. This is a specific Performance Goal that supports the achievement of a department or county-wide goal.
GOAL 1:
Goal to be measured by:
Expected Completion Date:
GOAL 2:
Goal to be measured by:
Expected Completion Date:
GOAL 3:
Goal to be measured by:
Expected Completion Date:

Agenda

Training/Development Opportunities
Development Opportunity:
Target Date of Completion:

Current Forms Used

Compliance With Rules & Expectations	YES	NO
Is punctual (arrival, lunches, breaks, meetings, dismissal) and maintains an acceptable attendance record.		
Adheres to safety regulations. Makes safety a priority. Maintains a safe work environment.		
Maintains a work environment in which s/he can work effectively and does not infringe on the ability of others to complete their work effectively.		
Does not infringe on the ability of others to complete the work of the department.		

Employees Strengths (List at least 3)

Areas for Improvement (List at least 2)

Employees Comments

Supervisor Comments:

Current Forms Used

Agenda

Signature Page & Final Ratings

		Score	Average
	FINAL RATING	0	0.00

Employee Signature		Date
Employee Name		
Reviewing Manager/Supervisor Signature		Date
Reviewing Manager/Supervisor Name	Current Forms Used	
Department Head Signature		Date
Department Head Name		
Human Resource Director Signature		Date
Human Resource Director Name		

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PROGRAM RANK LISTED BY DEPARTMENT

Definitions

MS = Mandated – State
MF = Mandated – Federal
MC = Mandated – County
C = Core - Program is essential for county government to function.
DS = Discretionary Strategic – Any non-mandated program that enhances services, reduces the burden on a more costly mandated services, improves community wellbeing and/or supports prevention or enrichment would be considered discretionary strategic.
DE = Discretionary Enhanced Services - Any non-mandated program or service that goes beyond expectations and primarily benefits limited groups of people rather than the broader public. Programs such as historical programs, specialized initiatives or focus on a specific group of people; any service that may duplicate efforts elsewhere in the community.

Department	Program Name	Number of FTEs	If positions are grant funded document funding level: a. 90 = 90 – 100% 75 = 75 – 89% 50 = 50 – 74% 25 = 25 – 49% 0 = 0 – 24%	2026 Gross Budget	2026 Revenue Budget	Is Program: * MS * MF * MC * C * DS * DE See Above for Definitions	Original Rank from 2016	Dept Rank	COMMENTS
Airport	20% Airport Operations	1.4		$ 197,081.00	$ -	MF	256		
Building & Grounds	Buildings mechanical Maintenance	2.7		$ 597,888.00		C	255		
	Grounds/Building Maintenance	1.7		$ 373,680.00	$ 95,400.00	C	367		
	Janitorial	3.8		$ 847,009.00		C	298		
	Interdepartmental Servicing	1.4		$ 323,856.00	$ 1,986.00	C	230		
	Courthouse Security	0.2		$ 49,824.00	$ -	C	290		
	Purchasing	0.6		$ 149,472.00	$ -	C	103		
	Record Keeping/Inventory	0.6		$ 149,472.00	$ -	C	82		
Circuit Court BR 1	Medical Evaluations	0.2		$ 50,000.00	$ 23,522.00	MS	279		
	Court Appointed Attorneys	0.1		$ 65,000.00	$ 45,111.00	MS	151		
	Guardian Ad Litem	0.1		$ 52,200.00	$ 60,618.00	MS	121		
	Mediation *	0.05		$ 7,100.00	$ 30,496.00	DS	134		While not mandated, items marked with * are crucial to court efficiency. If these items are handled by judges rather than outside counsel or law clerk or court commissioner, the judges' calendars would become overscheduled such that an additional judicial branch might become necessary to alleviate court congestion.
	Court Management	0.55		$ 117,399.00	$ -	C	90		
	Law Clerk *	0.3		$ 14,100.00	$ 29,120.00	DS	60		
	Family Court - Legal Services (Family Court Commissioner)	0.5		$ 50,000.00	$ -	DS	104		*
Circuit Court BR 2	Medical Evaluations	0.2		$ 50,000.00	$ 23,522.00	MS	279		
	Guardian Ad Litems	0.1		$ 65,000.00	$ 51,157.00	MS	121		
	Court Appointed Attorney	0.1		$ 52,200.00	$ 60,618.00	MS	134		
	Mediation Services	0.05		$ 7,100.00	$ 30,496.00	MS	134		
	Judicial Assistant court management	0.55		$ 117,399.00		C	90		
	Law Clerk	0.33		$ 14,100.00		DS	60		
Clerk of Circuit Court	Court Administration	0.4		$ 34,230.00	$ -	MS	128		
	Case Management	2		$ 171,150.00	$ 293,833.00	MS	207		
	In Court Processing	2		$ 171,150.00	$ -	MS	207		
	Receipting	0.5		$ 42,788.00	$ -	MS	167		
	Accounting	0.8		$ 68,460.00	$ -	MS	167		
	Public Assistance	1		$ 85,575.00		MS	167		
	Intergovernmental Reports	0.1		$ 8,557.00	$ -	MS	99		
	Jury	0.4		$ 34,230.00	$ -	MS	153		

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Department	Program Name	Number of FTEs	If positions are grant funded document funding level: a. 90 = 90 – 100% 75 = 75 – 89% 50 = 50 – 74% 25 = 25 – 49% 0 = 0 – 24%	2026 Gross Budget	2026 Revenue Budget	Is Program: * MS * MF * MC * C * DS * DE See Above for Definitions	Original Rank from 2016	Dept Rank	COMMENTS
Corporation Counsel	Children in Need of Protection and Services	0.7		$ 69,360.00	$ -	MS	210		
	Termination of Parental Rights	0.4		$ 39,634.00	$ 500.00	MS	210		
	Mental & Alcohol Commitments	0.5		$ 49,543.00	$ -	MS	210		
	Juvenile in Need of Protection and Services	0.25		$ 24,771.00	$ -	MS	210		
	Legal Rep to Board/Comm/Staff	0.5		$ 49,543.00	$ -	MS	310		
	Paternity & Child Support	0.5		$ 49,543.00	$ -	MS	142		
	Legal Repto Board/Comm/Staff in Civil Matters	0.25		$ 24,771.00	$ -	MS	180		
	Protective Placements	0.2		$ 19,817.00	$ -	MS	270		
	Guardianship	0.2		$ 19,817.00	$ -	MS	210		
	Enforcement of General Code	0.3		$ 29,726.00	$ -	MC	369		
	Open Records/Meetings Compliance	0.3		$ 29,726.00	$ -	MS	210		
	Contracts	0.5		$ 49,543.00	$ -	DE	210		
	Claims against the County	0.2		$ 19,817.00	$ -	MS	210		
County Board	County Board	0.33		$ 52,737.00	$ -	MS	359		
	Commissions and Committees	2.17		$ 76,525.00	$ -	MS	359		
	Administrative Coordinator	0.5		$ 30,000.00		MS			
County Clerk	Elections and WISVOTE	0.7		$ 190,682.00	$ 10,000.00	MF	205		
	Co. Board & Commissions and Committees	0.6		$ 35,860.00	$ -	MS	220		
	Insurance/Claims Administrator	0.55		$ 994,493.00	$ -	MS	160		
	Marriage Licenses	0.2		$ 18,821.00	$ 9,500.00	MS	141		
	Dog Licenses	0.2		$ 13,148.00	$ -	MS	70		
	Public Info-Misc. Sales	0.1		$ 24,798.00	$ -	C	53		
	Mail/postage	0.3		$ 46,618.00	$ -	C	82		
	Co. Directories	0.1		$ 8,367.00	$ -	MS	143		
District Attorney	Victim/Witness	1		$ 84,100.00	$ 42,360.48	MS	166		
	Discovery/Duplication	1		$ 77,700.00	$ 2,462.00	MS			
	Court Preparation	1		$ 68,450.00	$ -	MS	156		
	Court Scheduling	1		$ 67,400.00	$ -	MS	225		
Economic Development	75% Economic Development Ops	2		$ 146,500.00	$ -	DS	168		
Finance	Payroll Processing	1		$ 135,988.00	$ -	MF	220		
	Accounts payable	0.7		$ 95,191.00	$ -	C	301		
	Budgeting	0.2		$ 27,197.00	$ -	MS	230		
	Accounting Administration	0.3		$ 117,056.00	$ -	C	256		
	Federal/State Reporting	0.25		$ 33,997.00	$ -	MF	250		
	Cash Management/Investments	0.05		$ 6,799.00	$ -	C	157		
	Negotiations/Fiscal Impacts	0.05		$ 6,635.00	$ -	C	99		
	Central Purchasing/Central Phone/Central Copy	0.05		$ 154,135.00	$ 147,500.00	DS	82		
Forestry Land Outdoor Rec	Forest Management	2.55	25	$ 731,994.00	$ 982,653.00	MS	289	n/a	Revenue is net (minus town & road severance)
	x Snowmobile Trails	0.65		$ 394,396.00	$ 325,966.00	DE	266	2	Program is grant funded
	ATV Trails	0.55		$ 571,072.00	$ 515,160.00	DE	250	1	Program is grant funded
	Almon Park	0.55		$ 47,200.00	$ 7,267.00	DE	138	4	
	Perch Lake Park	0.41		$ 42,339.00	$ 1,200.00	DE	112	6	
	Silent Sports	0.56	25	$ 79,743.00	$ 36,755.00	DE	206	3	
	Forest Roads	0.88		$ 211,047.00	$ 117,697.00	MS	238	n/a	Program is grant funded
	Campground	0.35		$ 24,340.00	$ 10,296.00	DE	69	5	
	Land Purchase Account	0.21		$ -	$ -	MS	70	n/a	Restricted for land purchase only
	Wildlife Habitat	0.04		$ 42,320.00	$ 9,435.00	MS	98	n/a	Program is grant funded
Highway Dept.	County Maintenance	7		$ 2,174,936.00	$ 1,952,408.00	MS			GTA - revenue+tax levy
	State Maintenance	9		$ 1,865,592.00	$ 1,865,592.00	MS			RMA plus LFA & DMA's
	Construction	8		$ 1,704,094.00	$ 1,590,876.00	MC			Transfer plus tax levy
	Other Local Government	2		$ 527,718.00	$ 527,718.00	DS		#2	Towns & Other
	County Construction (STA)	1		$ 215,000.00	$ 122,661.00	DS		#1	CHI & CHID/S

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Department	Program Name	Number of FTEs	If positions are grant funded document funding level: a. 90 = 90 – 100% 75 = 75 – 89% 50 = 50 – 74% 25 = 25 – 49% 0 = 0 – 24%	2026 Gross Budget	2026 Revenue Budget	Is Program: * MS * MF * MC * C * DS * DE See Above for Definitions	Original Rank from 2016	Dept Rank	COMMENTS
Human Services - Dept. on Aging	Meals on Wheels	0.34	75	$ 395,897.00	$ 223,270.00	MF			
	Congregate Nutrition	0.84	100	$ 172,906.00	$ 172,906.00	MF			
	Transportation	0.1	90	$ 167,722.00	$ 139,968.00	MS			
	Aging & Disability Resource Center	5.35	100	$ 668,423.00	$ 811,883.00	MS			
	Elder Benefit Specialist	1.1	75	$ 134,537.00	$ 79,613.00	MS			
	Information and Assistance - Change to Aging Programs	1.1	75	$ 97,448.00	$ 66,651.00	MS			
	Senior Center & Volunteer Coordination- Change to Retired Senior Volunteer Program	0.59	100	$ 90,500.00	$ 90,500.00	DS		2	paid for by feredal grant, no Levy needed. Coordinate over 250 volunteers. Supports volunteers to help administer the home delivered meal program
	National Family Caregiver Support Program			$ 28,925.00	$ 28,925.00	MF			
	Alzheimer's Family Caregiver Support Program			$ 26,613.00	$ 26,613.00	MS			
Human Services - HSC Timber DR	Emergency Services (Crisis)	6.72	90	$ 941,365.00	$ 852,122.00	MS			
	State Facilities/Hospital	0.01	50	$ 947,956.00	$ 300,000.00	MS			
	CSP - Community Support Program	2.58	90	$ 307,134.00	$ 248,228.00	MS			
	Residential Community Care	0.01	75	$ 609,033.00	$ 347,017.00	MS			
	Long Term Care - Trempealeau	0.01	50	$ 73,438.00	$ 36,719.00	MS			
	Operating While Intoxicated	1.17	100	$ 136,202.00	$ 163,178.00	MS			
	Birth to 3	5.47	75	$ 972,827.00	$ 671,392.00	MS			
	CCS - Comprehensive Community Services	11.63	100	$ 1,981,184.00	$ 1,940,592.00	DS		1	CCS is typically covered at a 100%, however delayed settlement process result in revenue being recorded in the following year.
	CLTS - Children's Long-Term Support Waiver	9.48	100	$ 1,292,777.00	$ 1,263,993.00	MS			
	MH Out Patient Clinic	8.12	100	$ 991,604.00	$ 1,506,433.00	MS			
	AODA Block Grant	0.02	90	$ 259,640.00	$ 199,558.00	MS			
	CRS - Community Recovery Services	0.05	90	$ 147,450.00	$ 118,387.00	DS		6	Partially covered by Medical Assistance and client payments. Remaining amount is county tax levy.
	Targeted Case Management	0.01	100	$ 1,934.00	$ 1,934.00	DS		7	Medical Assistance program.
	CCOP - Children's Community Options Program	0		$ 56,027.00	$ 84,811.00	MS			
	OWI Court	0.62	100	$ 77,917.00	$ 77,917.00	DS		5	Department of Corrections funds.
	Recovery Coach	2.52	100	$ 67,916.00	$ 67,916.00	DS		8	Paid for by grants.
Human Services - SS & Child Support	Children & Families Unit	18.59	50	$ 1,652,752.00	$ 765,291.00	MS			
	Adult Services Unit	3.18	75	$ 382,505.00	$ 226,394.00	MS			
	Youth Aids-Cost Allocations	2.81	75	$ 490,000.00	$ 360,271.50	MS			
	Foster Care/Group Homes	0.23	25	$ 340,898.00	$ 110,000.00	MS			
	Residential Care Centers	0		$ 506,365.00	$ 360,271.50	MS			
	Kinship Care	0.01	100	$ 160,300.00	$ 160,300.00	MS			
	Economic Support	10.3	90	$ 1,113,315.00	$ 975,077.00	MF			
	Child Support	5.3	100	$ 671,208.00	$ 747,938.00	MS			
	Coordinated Service Team	0.15	90	$ 71,856.00	$ 60,000.00	DS		10	Program requires a 20% match. Indirect costs are used as part of the match. The remaining amount is tax levy.
	Children and Families	0		$ 7,022.00	$ 100.00	MS			
	Youth Aids Aftercare	0		$ 11,890.00	$ 11,890.00	MS			
	Safe and Stable Families	0		$ 136,610.00	$ 42,827.00	MS			
	Youth Aids Corrections	0		$ 103,368.00	$ -	MS			
	Energy Assistance	1.2	100	$ 73,246.00	$ 90,199.00	MF			
	Child Care Admin	0.31	100	$ 45,711.00	$ 47,725.00	MS			
	Elder Abuse	0		$ 19,229.00	$ 19,229.00	MS			
	Supportive Home Care	0		$ 25,000.00	$ -	MS			
	Tri County Council	0		$ 15,000.00	$ -	DS		9	County Tax Levy. Forest and Vilas also contribute funds.
	Front End Verify/Fraud	0.15	100	$ 24,620.00	$ 26,100.00	MF			
	Juvenile Detention			$ 46,000.00	$ 10,000.00	MS			
	Targeted Safety Support Funds			$ 43,892.00	$ 39,941.00	DS		3	Program requires 9.89% match. We use in kind staff time as match.
	Treatment Diversion Program			$ 166,667.00	$ 152,603.00	DS		4	Difference is in-kind match to meet the grant match requirement. In-kind match is staff time and rent that would be paid regardless of the programs existence.
	Family Care Contribution			$ 330,059.00	$ -	MS			

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Department	Program Name	Number of FTEs	If positions are grant funded document funding level: a. 90 = 90 – 100% 75 = 75 – 89% 50 = 50 – 74% 25 = 25 – 49% 0 = 0 – 24%	2026 Gross Budget	2026 Revenue Budget	Is Program: * MS * MF * MC * C * DS * DE See Above for Definitions	Original Rank from 2016	Dept Rank	COMMENTS
Humane Society	Animal Control Services	2		$ 53,900.00	$ -	DS	142		
Information Technology	Network/Systems Administration	2.5		$ 219,924.00	$ -	C	315	1	
	Help Desk / Application Support	3.5		$ 208,867.00	$ -	C	190	2	
	Programming/Database maintenance-management	1		$ 89,400.00	$ -	C		3	
	Telephony	0.75		$ 26,750.26	$ -	C	275	4	
	Software Licensing and Maintenance	0.5		$ 17,500.00	$ -	C	270	5	
	Hardware Purchasing & Maintenance	0.5		$ 17,500.00	$ -	C	270	6	
	Training	0.25		$ 16,856.00	$ -	DS	180	7	
	Public Requests for Data	0.1		$ 6,500.00	$ 7,000.00	DE	126	8	
	Land Records	0.1		$ 7,000.00	$ -	DS	270	9	
	IT Related Office Supplies	0.1		$ 750.00	$ -	DS	53	10	
Land Information	Real Property Listing	2		$ 209,810.29	$ -	MS	275		
	Geospatial Services (GIS Mapping)	1.2		$ 125,886.17	$ 1,000.00	C	368		
	Parcel Mapping	1		$ 104,905.14	$ -	MS	315		
	County-wide Addressing/NextGen911 Support	1.25		$ 131,131.43	$ -	MC	347		
	Public Assistance	0.6		$ 62,943.09	$ 1,000.00	DS	112		
	USPLS Remonumentation - Control Surveying	0.25		$ 26,226.29	$ 20,000.00	MS	82		
	Tax Foreclosed & Other Real Property Sales	0.4		$ 41,962.06	$ -	MS	173		
	Survey Map Repository	0.15		$ 15,735.77	$ -	MS	44		
	Land Records Fee Based projects	0.15		$ 15,735.77	$ 20,000.00	DS	82		
Labor Relations Employee Services	Labor Relations	0.1		11,828	0	MS	180		
	Legal Issues	0.2		28,917	0	C	180	2	
	Recruitment	0.8		113,446	1,400	C	220	1	
	Compensation	0.2		27,599	0	MF	180		
	Benefits	0.65		150,110		MF	210		
	Risk Management	0.15		19,714	0	MS	160		
	Employee Relations	0.65		88,058	0	C	180	3	
	Committees and County Board	0.15		19,714		C		4	
	Health Enhancement	0.05		17,683		DS		5	
	Employee Recognition	0.05		6,851		DS		6	
Library	Out of County Reimb.	0		$ 82,000.00	$ -	MS	146		Must be reimbursed at 70% of library costs
	In-County Reimb	24		$ 420,397.00	$ -	MS	138		Must be reimbursed at 70% of library costs - Currently reimbursed above 100%
Medical Examiner	Investigation/Pronouncement of Death	1		229,170	269,943	MS	210		
Planning & Zoning - Conservation	Land and Water Resource Management Plan	1.16	90	120,854	98,440	MS	157	1	
	Aquatic Invasive Species (AIS) Program	1.88	90	142,155	94,025	DS	261	2	
	County Cost Share Program	0.70	90	79,700	78,700	MS	176	3	
	Information and Educational Activities	0.43	75	45,095	36,731	MS	180	4	
	Wildlife Damage Program	0.09	100	38,087	38,087	DE	100	5	
	Other Technical Programs	0.15	100	14,430	11,754	MS	69	6	
Planning & Zoning	Private Onsite Wastewater Treatment System (POWTS) Ordinance Administrati	2.5		272,635	328,277	MS	337		
	Shoreland, Wetland, Ordinances	3.95		485,290	311,099	MS	278		
	Floodplain Ordinance	0.5				DS	275		
	Oneida County Zoning Ordinance	2.82		307,532	263,252	DS	247		
	Subdivision Ordinance	1		109,054	15,000	Shoreland zone-MS;	240		
	Nonmetallic Mining Reclamation	0.3		32,716	21,884	MS	151		
	Board of Adjustment	0.5		54,527	9,900	MS	93		
	Airport Height	0.1		10,905	0	MF	211		

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Public Health	Generalized Public Health	6.165		641,414	641,414	MS	219		Wis. Stat. §251.02; §251.03; §251.05; Wis. Admin. Code ch. DHS 140
	Communicable Disease Surveillance and Outbreak Control	0.02		4,165	4,165	MS	275		this is a very small grant that covers about 5% of our CD work. Wis. Stat. §252.03; DHS 145; DHS 140.04(1)(b)
	PFAS / Environmental Exposure Response					MS			Wis. Stat. Ch. §254; DHS 140.04(1)(f)
	Radon Education and Testing					C			Wis. Stat. §254.59; DHS 140.06(5)(b)
	Rabies Prevention and Animal Bite Follow-up					MS			Wis. Stat. §95.21; §254.51
	Community Health Assessment (CHNA) / CHIP					MS			Wis. Stat. §251.05; DHS 140.04(1)(a),(g)
	Community Health Data, Epidemiology & Surveillance					MS			DHS 140.04(1)(a); DHS 140.06
	Community Coalition Coordination					MS			DHS 140.04(1)(g); community partnership requirements
	Car Seat Safety Program					MC			Wis. Stat. Ch. §255; DHS 140.04(1)(c)
	Quality Improvement / Performance Management					MS			DHS 140.05(1)(c),(d); DHS 140.06(7)-(8)
	TB Control					MS	258		Wis. Stat. §252.07; DHS 145; DHS 140.04(1)(b)
	Human Health Hazard investigation					MS	358		Wis. Stat. §§254.59, 254.593; DHS 140.04(1)(f)
	Generalized Public Health Visits			45,000	45,000	MS/C			Wis. Stat. Ch. §252; DHS 144; DHS 146; DHS 140.04(1)(b); Some would be covered under statute, some wouldn't.
	Immunization clinics			642,167	642,167	MS	322		Wis. Stat. Ch. §252; DHS 144; DHS 146; DHS 140.04(1)(b); 100% Revenue Funded
	Immunization Program (Grant)	0.11	100	13,293	13,293	MS			DHS 144; DHS 140.04(1)(b)1
	Reproductive Health/Family Planning	2.49	50	476,154	476,154	MF	313		DHS 140.04(1)(c)50% Revenue Funded (50% grant funded)
	STI Prevention and Partner Services					MS			Wis. Stat. §252.11; DHS 145; DHS 140.04(1)(b)
	Women Infants & Children	2.83	100	236,895	236,895	MF	178		Wis. Stat. § 253.06; 7 U.S.C. § 1786; 7 CFR Part 246
	Maternal Child Health	0.125	100	13,715	13,715	MS	142		Wis. Stat. Ch. §253; §253.085; DHS 140.04(1)©
	Prevention (Chronic Disease, Injury Prevention, and Health Promotion	0.05	100	6,954	6,954	MS	159		Wis. Statute Ch. §255, §251.5(2)(a); DHS 140.04(1)(c) &(e)
	Sanitarian Program	4.0		451,079	451,079	MS	359		100% Revenue Funded see comments below
	Restaurant, Retail Food, Lodging, Campground, Pool and Rec Licensing Inspections					MS			Wis. Stat. Ch. §97; Wis. Stat. Ch. §254; DHS 140.06(5); DATC Agent Contract; 100% Revenue funded
	Transient Non-Community Water System Sampling and Compliance Monitoring		100	63,450	63,450	MF			Wis. Stat. Ch. §280; DHS 140.06(5)
	Well Water Testing / DATCP Certified Lab			12,546	12,546	C			Wis. Stat. Ch. §254; DHS 140.06(5)(b); 100% Revenue funded
	Food & Waterborne Disease Investigation					MS			Wis. Stat. §§252.03, 252.05, 252.06; DHS 145; DHS 140.04(1)(b)
	Beach Water Monitoring					C			Wis. Stat. §254.46
	Drug Free Communities (Youth Prevention Focus)	0.91	100	146,526	146,526	MS	275		DHS 140.04(1)(d); Wis. Stat. Ch. §252
	Partnerships for Success	0.10	100	20,000	20,000	DS			Wis. Stat. § 251.05
	COSSUP	0.86	100	544,690	544,690	MF			DHS 140.04(1)(c)
	State Opioid Response	0.138	100	17,129	17,129	DS			Wis. Stat. § 251.05
	Public Health Preparedness and Response	0.3	100	51,822	51,822	MS			Wis. Stat. Ch. §252; DHS 140.04(1)(d)
	Tobacco Program	1.0	100	135,952	135,952	MF	209		Wis. Stat. Ch. §255; DHS 140.04(1)(c)
	Tobacco Compliance	0.07	100	12,538	12,538	MS			Wis. Stat. Ch. §254.92; DHS 140.04(1)(c)
	Lead Poisoning Prevention and Case Management	0.025	100	3,380	3,380	MS			Wis. Stat. §§254.13, §254.15, §254.16; DHS 140.04(1)(f)
	WI Women Health Screening (WWWP)	0.704	100	69,077	69,077	MF	151		Wis. Stat. Ch. §255.07; CDC/NBCCEDP and DHS contract requirements
	ARPA	0.7	100	9,909	9,909	MF			Wis. Stat. §251.05; §252; §251.03
	Public Health Infrastructure Grant	0.43	100	34,742	34,742	MS			Wis. Stat. § 251.05
	Regional SRS Grant	0.83	100	99,996	99,996	MS			Wis. Stat. §251.05(3)(a), §251.05(3)(c), §251.05(2)(a), §252.03 &§252.05, Wis. Admin. Code ch. DHS 145, ch. DHS 140
	Strengthening Families	0.32	100	40,000	40,000	DS			Wis. Stat. §253.02
Register in Probate	Filing Documents with Court (Docketing)	0.31		30,405	2,790	MS	220		
	Court Hearings	0.26		25,500	2,340	MS	220		
	Customer Contact	0.21		20,596	1,890	MS	220		
	Attorney Contact	0.21		20,596	1,890	MS	220		
	Governmental/Public Agencies Contact	0.21		20,596	1,890	MS	220		
	Informal Probate	0.26		25,500	2,340	MS	220		
	Processing Juvenile Ordinance Paperwork	0.16		15,692	1,440	MS	220		
	Guardianship Watts Reviews	0.11		10,789	990	MS	250		
	Guardianship and Trust Accountings	0.16		15,692	1,440	MS	250		
	Work Delegated by Judges	0.11		10,789	990	MS	220		

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Department	Program Name	Number of FTEs	If positions are grant funded document funding level: a. 90 = 90 – 100% 75 = 75 – 89% 50 = 50 – 74% 25 = 25 – 49% 0 = 0 – 24%	2026 Gross Budget	2026 Revenue Budget	Is Program: * MS * MF * MC * C * DS * DE See Above for Definitions	Original Rank from 2016	Dept Rank	COMMENTS
Register of Deeds	Vital record requests, certified/uncertifed copies	0.5		54,550	70,500	MS	226		
	Customer assistance, research, copies of documents	0.5		54,550	70,500	MS	275		
	Real Estate Transfer Returns (RETR)	0.25		26,200	34,000	MS	301		
	Record, scan, index, verify, return/store documents	2.55		283,700	367,000	MS	301		
	Genealogy and Military Discharges	0.1		8,700	11,000	MS	93		
	Bulk images/daily documents	0.1		8,700	11,000	MC	117		
Sheriff Office	County Jail Operations	26		$ 4,198,785.00	$ 1,545,520.00	MS	342	1	
	E911 Center	11		$ 1,148,450.00	$ -	MS	342	2	
	Patrol and Response to crime	29		$ 4,218,619.00	$ 18,200.00	MS	405	3	
	Criminal Investigation	6		$ 979,319.00	$ -	MS	384	4	
	County Ambulance Service	1.25		$ 2,932,162.00	$ 641,977.00	MC	358	5	
	Special Response Team	0		$ 17,000.00	$ -	MC	278	6	
	Prisoner Transport - Attend to Court	2		$ 126,835.00	$ -	MS	332	7	
	Warrants - Civil Process - Sheriff Sales	1		$ 145,916.00	$ 59,500.00	MS	270	8	
	NORDEG Task Force (Seven County)	3		$ 420,526.00	$ 11,500.00	MS	372	9	
	County Radio-Data Infrastructure	1		$ 305,242.00	$ 100,489.00	C	312	10	
	County Emergency management Program	2.5		$ 224,647.00		MS	375	11	
	Records Management	9		$ 990,394.00	$ 5,786.00	MS	367	12	
	Special Event Law Enforcement Service	0		$ 75,000.00	$ -	DS	295	13	
	School Liaison Program (RHS/JWMS)	3		$ 420,526.00	$ 260,000.00	MC	214	14	
	Oneida County Public Safety Dive Team	0		$ 29,724.00	$ 6,400.00	DS	210	15	
	Court Security - Courthouse Patrol	1		$ 145,916.00	$ -	C	156	16	
	Recreational Safety Program	1		$ 50,000.00	$ 21,975.00	DS	355	17	
	Emergency Planning Citizen Right to Know	0.35		$ 62,986.00	$ 42,895.00	MS	220	18	
	City of Rhinelander Dispatch (1-1-06)	3		$ 311,898.00	$ -	DS	195	19	
	Grant to Minocqua - Police Dispatch	0		$ 48,915.00	$ -	DS	375	20	
	Civil Service Commission	0		$ 2,285.00	$ -	MS	229	21	
	NW Community Policing Deputy Sheriff	1		$ 103,215.00	$ 30,289.00	DS		18	
Solid Waste	Transfer Station	1.5		1,775,000	1,775,000	DS	196	2	
	Material Recovery Facility/Recycling Grant	1		420,000	420,000	DS	169	4	
	Hazard Waste	0.5		117,000	117,000	DS	219	5	
	Long Term Care	1		30,000		MS	246	1	
	Demolition Landfill	1.5		105,000	105,000	DS	144	3	
	Composting	0.5		18,000	18,000	DS	144	0	
	Second Story	0		500	500	DS	100	0	
Tourism Council	Tourism Council	0		$ 100,000.00	$ -	DS	211		
Treasurer	RECEIVE ALL MONEY	0.15		16,580	400	MS	275		
	TAX COLLECTION	1.76		194,534	1,600	MS	275		
	TAX SETTLEMENT	0.15		16,580	0	MS	126		
	ACCOUNTS PAYABLE	0.12		13,805	0	MS	200		
	PUBLIC INFORMATION	0.13		14,369	0	MS	167		
	CASH MANAGEMENT	0.05		5,527	0	MS	255		
	LOTTERY CREDIT	0.10		11,053	0	MS	173		
	TAX FORECLOSURES	0.09		9,948	0	MS	199		
U.W. Extension	Health and Well Being - Co Funded with State and ADRC	0.4	25	$ 16,291.00	$ 1,425.00	DE	137		
	4-H Youth Development - Co-Funded	1.9	50	$ 79,018.00	$ 150.00	DE	85		
	Link to Universidty Research, Resources and Services	0.5		$ 36,600.00	$ 300.00	DS	41		
Veterans Service	Veterans Services	2.4		$ 219,340.00	$ 19,200.00	MS	224		

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LRES Update – July 29, 2026

Department Highlights

- The Employee Services Assistant will be leaving the LRES office August 7th to take a new job with another employer. We wish her the best in her new job and are thankful for her two years of service to Oneida County. During this transition, we thank you for your patience with our office.
- Based on this vacancy and the uncertainty of when it will be filled, the LRES Office will be canceling the September Employee In-Service and moving it to after the holidays. Instead, we will work to offer some other employee educational options.

Hiring

Between June 12, 2026 and July 23, 2026, Oneida County:

Hired 7 full-time employees externally in the following positions:

- Technical Support – Sheriff's Office (two positions)
- Economic Support Specialist – Human Services (two positions)
- Director – Finance Office
- Finance Technician – Public Health
- Operator – Highway Department

Promoted 2 employees to the following positions:

- Corrections Sergeant/Sheriff's Office (two positions)

Vacancy

Monthly Turnover rate – Full-time and part-time employees ending employment:

January 2026 = 3
February 2026 = 2
March 2026 = 4
April 2026 = 2
May 2026 = 6
June 2026 = 6

2025 monthly turnover average =
4.6 employees/month = 1.4%

YTD 2026 monthly turnover average =
3.8 employees/month = 1.19%

Annual Employee Retention Rate – This number shows the percentage of employees who were with the County at the start of the year and continue to be employed as of the date of this report:

2024 = 92%
2025 = 85.4%
2026 YTD = 90.3%

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Oneida County Vacancies as of 07-23-26

Job Title	Department	Date Vacant	Reason	Filling Status	Funding Source	Days Vacant
Finance Technician	Human Services	7/27/2026	position change	job posted	state funds and tax levy	-4
Corrections Officer	Sheriff	7/22/2026	promotion	job posting closed, reviewing app's	tax levy	1
Corrections Officer	Sheriff	7/21/2026	promotion	job posting closed, reviewing app's	tax levy	2
Zoning Technician	Planning & Zoning	7/15/2026	resigned	finishing interviews	tax levy	8
Deputy Sheriff	Sheriff	7/5/2026	resigned	reviewing applicants	tax levy	18
Deputy Sheriff	Sheriff	7/4/2026	resigned	reviewing applicants	tax levy	19
Mechanic	Sheriff	7/10/2026	voluntary term	job posted	tax levy	13
Evidence Technician	Sheriff	6/22/2026	retirement	waiting for department	tax levy	31
E911 Telecommunicator	Sheriff	6/12/2026	resigned	testing applicants	tax levy	41
Solid Waste Operator	Solid Waste	6/9/2026	voluntary term	reviewing applicants	revenues	44
Deputy Sheriff	Sheriff	6/9/2026	promotion	reviewing applicants	tax levy	44
Deputy Sheriff	Sheriff	6/8/2026	promotion	job offer pending	tax levy	45
GIS Specialist Addressing Coordinator	Land Information	6/5/2026	voluntary term	job accepted, pre-employment checks	tax levy	48
Highway Operator	Highway	5/18/2026	promotion	on hold based on funding availability	mixed based on duties	66
E911 Lieutenant	Sheriff	5/11/2026	involuntary	waiting for department	tax levy	73
Assistant Corp Counsel (60%)	Corp Counsel	5/7/2026	voluntary term	waiting for department	state funds and tax levy	77
Behavioral Health Therapist	Human Services	4/21/2026	created position	job posted	state and opioid funds; insurance reimbursements	93
Behavioral Health Therapist	Human Services	4/21/2026	created position	job posted	state and opioid funds; insurance reimbursements	93
Corrections Officer	Sheriff	8/12/2025	death	job offer pending pre-employment checks	tax levy	345
Corrections Officer	Sheriff	6/9/2025	resigned	job offer pending pre-employment checks	tax levy	409
Law Clerk	Branch I	5/31/2025	contract end	job posted	50% tax levy, 50% Vilas	418

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Reasons for vacancy and percentage of total vacancies:

Reasons for vacancy	Number of employees over last 12 months	Percentage of total current vacancies
Retirement	13	28%
Voluntary - disliked or struggled with job duties	8	17%
Voluntary - better wages	7	15%
Resigned in lieu of termination - misconduct or unable to do job duties	5	11%
Voluntary - higher level job duties and/or better schedule	4	9%
Voluntary - relocated out of area	4	9%
Terminated	3	7%
Death	2	4%
Voluntary - better benefits	0	0%
Total	46	

Workers Compensation Claims

In June 2026, no new claims were filed and three previous claims remain open as follows:

Workers Comp claims open as of 07-23-26

				Amount Paid			
Date of Injury	Dept.	Injury	Amount Reserved for Injury	Medical	Indemnity	Expenses	Total Paid
4/17/2026	Human Services	Strain	$1,000	*$0.00*	*$0.00*	*$7.50*	**$7.50**
2/18/2026	Highway	Fall	$47,000	*$12,011.04*	*$10,445.43*	*$2,697.88*	**$25,154.35**
11/10/25	Buildings & Grounds	Contusion	$12,700	*$6,003.48*	*$0.00*	*$3,371.56*	**$9,375.04**

Budget/Actual - LRES (Labor Relations/Employee Services

July 22, 2026 07:15 PM

End.GLPeriod 626 AND [Report].FormattedAccountNumber 101.30.50000.000000{-}101.30.59999.999999

Fund101 - GENERAL FUND

Account Number	Account Title	YTD	Budget	Variance	% Budget
101.30.51430.511101	SALARIES-PERM EMPLOYEE(E)	96,289.71	189,664.00	93,374.29	50.76%
101.30.51430.511102	WAGES-PERM EMPLOYEE(E)	26,779.52	57,741.00	30,961.48	46.37%
101.30.51430.512001	SOCIAL SECURITY(E)	8,749.45	19,020.00	10,270.55	46.00%
101.30.51430.512002	RETIREMENT-EMPLOYER'S SHARE(E)	8,028.19	17,383.00	9,354.81	46.18%
101.30.51430.512004	HEALTH/DENTAL INSURANCE(E)	42,651.61	91,765.00	49,113.39	46.47%
101.30.51430.512005	LIFE INSURANCE(E)	172.82	1,025.00	852.18	16.86%
101.30.51430.512006	WORKER'S COMPENSATION(E)	178.37	485.00	306.63	36.77%
101.30.51430.512007	INCOME CONTINUATION INS(E)	.00	.00	.00	100.00%
101.30.51430.512017	RETIREE HEALTH INSURANCE(E)	8,004.00	13,790.00	5,786.00	58.04%
101.30.51430.512018	CASH IN LIEU OF HEALTH INS(E)	600.00	.00	-600.00	100.00%
101.30.51430.512019	EMPLOYEE RECOGNITION(E)	250.40	1,100.00	849.60	22.76%
101.30.51430.513901	COST ALLOC-VACANCY/REDUCTION(E)	.00	.00	.00	100.00%
101.30.51430.521102	EMPLOYEE MEDICAL EXAMS(E)	4,806.44	16,400.00	11,593.56	29.30%
101.30.51430.522005	TELEPHONE AND FAX(E)	260.38	800.00	539.62	32.54%
101.30.51430.531101	POSTAGE AND BOX RENT(E)	100.45	275.00	174.55	36.52%
101.30.51430.531102	PRINTING AND DUPLICATION(E)	.00	650.00	650.00	0.00%
101.30.51430.531103	CENTRAL PURCHASING(E)	-32.92	875.00	907.92	-3.76%
101.30.51430.531202	SUBSCRIPTIONS(E)	.00	100.00	100.00	0.00%
101.30.51430.531203	MEMBERSHIP DUES(E)	210.00	315.00	105.00	66.66%
101.30.51430.531301	TRAINING/CONFERENCE FEES(E)	300.00	850.00	550.00	35.29%
101.30.51430.531302	EMPLOYEE AUTO ALLOWANCE(E)	287.10	850.00	562.90	33.77%
101.30.51430.531305	MEALS LODGING & MISC TRAVEL(E)	403.00	1,000.00	597.00	40.30%
101.30.51431.512001	SOCIAL SECURITY(E)	122.38	300.00	177.62	40.79%
101.30.51431.521901	OTHER PROFESSIONAL SERVICES(E)	24,500.00	42,000.00	17,500.00	58.33%

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Account Number	Account Title	YTD	Budget	Variance	% Budget
101.30.51431.521902	SECT 125 ADMINISTRATION(E)	12,375.73	24,725.00	12,349.27	50.05%
101.30.51431.521910	CONTRACTUAL PROGRAMS(E)	5,194.98	16,116.00	10,921.02	32.23%
101.30.51431.531102	PRINTING AND DUPLICATION(E)	.00	400.00	400.00	0.00%
101.30.51431.531903	WELLNESS INCENTIVES(E)	1,281.33	3,000.00	1,718.67	42.71%
	AccountTypeExpenditure	**241,512.94**	**500,629.00**	**259,116.06**	
101.30.51430.473600	INTERGOV CHGS-TESTING(R)	-285.00	-500.00	-215.00	57.00%
101.30.51431.461900	PUBLIC CHGS-EMPLOYEE FEES(R)	.00	.00	.00	100.00%
101.30.51431.493062	APPL CONT APPR-EMP FEES(R)	.00	.00	.00	100.00%
	AccountTypeRevenue	**-285.00**	**-500.00**	**-215.00**	
	Fund101 - GENERAL FUND	**241,227.94**	**500,129.00**	**258,901.06**	
	Total:	**241,227.94**	**500,129.00**	**258,901.06**	

Report Criteria:
Report type: Invoice detail
Invoice Detail.GL account (5 Characters) = "10130"

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
AMAZON CAPITAL SERVICES LLC									
ACCOUNT #A3FOI7ZQ7X1SFH	26975	06/10/2026	06/08/2026	1CTJ-94MF-1RW4	101.30.51430.531103	46.75	06/18/2026	440349	46.75
Total AMAZON CAPITAL SERVICES LLC:									46.75
ASPIRUS BUSINESS HEALTH									
EAS CONTRACTED FULL SERVICE	24153	06/02/2026	06/01/2026	158024	101.30.51431.521910	875.14	06/18/2026	440352	875.14
RANDOM, POST-OFFER AND POST ACCIDENT SCREENS	24153	06/02/2026	06/01/2026	158609	101.30.51430.521102	945.50	06/18/2026	440352	945.50
Total ASPIRUS BUSINESS HEALTH:									1,820.64
ASPIRUS HEALTH PLAN INC									
RETIREE HEALTH INSURANCE	28681	06/29/2026	06/16/2026	261670000051	101.30.51430.512017	1,122.00	06/30/2026	440449	1,122.00
Total ASPIRUS HEALTH PLAN INC:									1,122.00
CORPORATE PAYMENT SYSTEMS - FINC DEPT									
JENNIFER LUENEBURG #2520	29450	06/17/2026	06/17/2026	4715110303658855 June 2	101.30.51430.531103	820.99	06/18/2026	440365	820.99
Total CORPORATE PAYMENT SYSTEMS - FINC DEPT:									820.99
CUSTOM WOOD PRODUCTS									
LASER ENGRAVED PLAQUE INV #1738	20634	06/16/2026	06/15/2026	1738	101.30.51430.512019	62.60	06/18/2026	440368	62.60
Total CUSTOM WOOD PRODUCTS:									62.60
DIVERSIFIED BENEFIT SERVICES INC									
DBS FSA MAY	24171	05/20/2026	05/18/2026	478800	101.30.51431.521902	305.24	06/04/2026	440050	305.24
DBS JUNE COBRA	24171	06/04/2026	06/02/2026	480295	101.30.51431.521902	243.75	06/18/2026	440369	243.75
DBS FRA LRES	24171	06/05/2026	06/02/2026	480485	101.30.51430.512004	1,066.90	06/18/2026	440369	1,066.90
DBS FSA	24171	06/16/2026	06/16/2026	481857	101.30.51431.521902	308.00	06/18/2026	440369	308.00
Total DIVERSIFIED BENEFIT SERVICES INC:									1,923.89

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Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
R. Bauman & Associates, S.C.									
ASSESSMENT & TESTING	28638	05/22/2026	03/31/2026	2284	101.30.51430.521102	440.44	06/04/2026	440080	440.44
ASSESSMENT & TESTING	28638	05/28/2026	04/30/2026	2288	101.30.51430.521102	529.00	06/04/2026	440080	529.00
Total R. Bauman & Associates, S.C.:									969.44
USI Insurance Services LLC									
ONGOING CONSULTING INSTALLMENT 7 OF 12	500809	06/02/2026	05/29/2026	6008766	101.30.51431.521901	3,500.00	06/18/2026	440431	3,500.00
Total USI Insurance Services LLC:									3,500.00
WI DEPT OF JUSTICE-RECORDS CHECK									
ACCT# G3400 GENERAL MAY	2243	06/09/2026	06/09/2026	052026	101.30.51430.521102	15.00	06/18/2026	440439	15.00
Total WI DEPT OF JUSTICE-RECORDS CHECK:									15.00
Grand Totals:									10,281.31

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101.211100	.00	10,281.31-	10,281.31-
101.30.51430.512004	4.60	.00	4.60
101.30.51430.512017	1,122.00	.00	1,122.00
101.30.51430.512019	62.60	.00	62.60
101.30.51430.521102	1,929.94	.00	1,929.94
101.30.51430.531103	867.74	.00	867.74
101.30.51431.521901	3,500.00	.00	3,500.00
101.30.51431.521902	1,919.29	.00	1,919.29
101.30.51431.521910	875.14	.00	875.14
Grand Totals:	10,281.31	10,281.31-	.00

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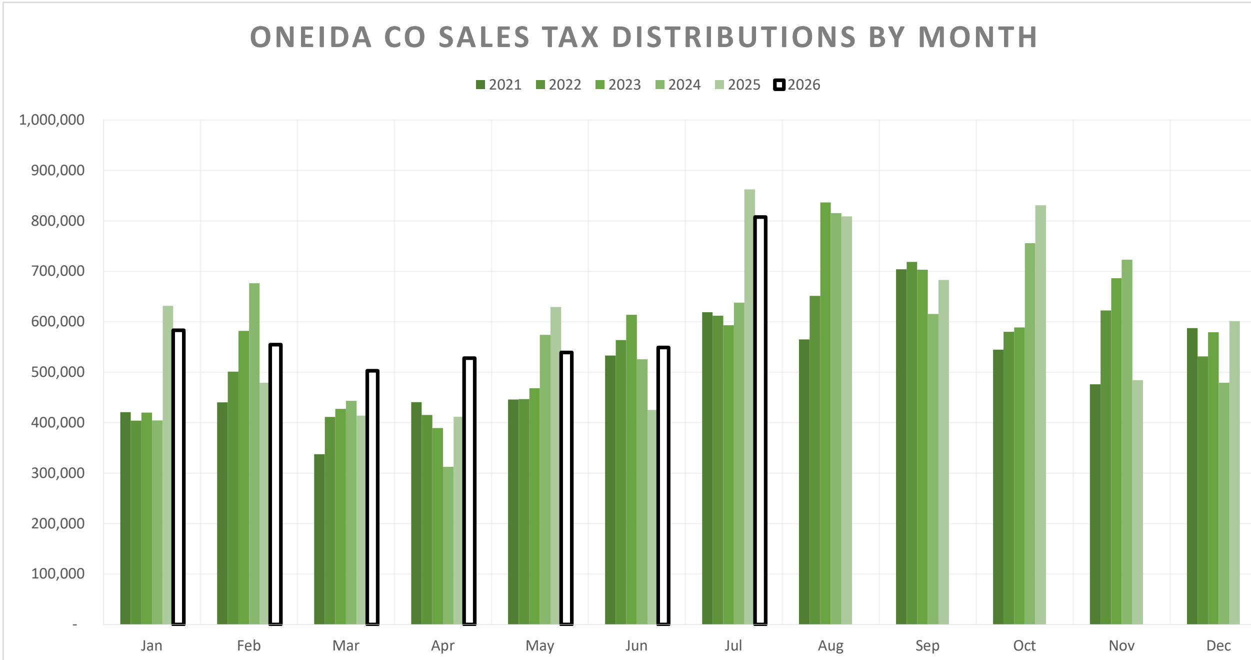

Sales Tax Distributions by Month

	2021	2022	2023	2024	2025	2026
Jan	420,899	404,107	420,049	404,380	631,495	583,011
Feb	440,390	501,151	581,804	676,612	479,199	554,539
Mar	337,383	411,163	427,402	443,215	414,170	502,985
Apr	440,684	415,204	389,398	312,431	412,001	527,908
May	445,715	446,697	468,273	573,931	629,422	539,172
Jun	533,259	563,546	613,723	525,561	425,266	549,152
Jul	618,908	612,151	593,004	638,215	862,453	807,581
Aug	565,100	651,494	836,594	815,565	808,832	
Sep	703,930	718,692	703,180	615,583	683,017	
Oct	544,833	580,311	588,767	755,779	830,892	
Nov	476,000	622,264	686,319	723,216	484,521	
Dec	587,322	531,460	579,376	479,100	601,326	
Total	**$ 6,114,422**	**$ 6,458,240**	**$ 6,887,889**	**$ 6,963,589**	**$ 7,262,594**	**$ 4,064,348**
Annual Budget	4,800,000	5,500,000	6,400,000	7,060,000	7,050,000	7,305,000
% of Budget	116%	127%	117%	108%	103%	56%
% Chg vs PY	N/A	6%	7%	1%	4%	-44%

Source: WDOR, Monthly County Sales Tax Distributions

C:\Users\Thartman\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\ONIKZC8M\Sales Tax by Month for Admin Committee

Agenda

Information Technology Status

June 2026

Highlights

Top Projects

1. DSS/ITS – Human Service Center migration and support. On going.
2. JL – Replace Jail Access System. On Going. Phase 1 is the hardware, Phase 2 is the software if needed.
3. PH – Vending machine configuration.
4. IT/County – Fiber install building to building w/Bugtussell completed.
5. SD – Hodag Fest support.
6. HSD – MSOffice 365 archiving.
7. SD – New World update/upgrade. Scheduled: September 2026. CIP Project
8. SW – Fiber connectivity, Wifi, Phones
9. County Wide – Infrastructure replacement. Main/Core VSP completed. Will continue 2026 thru 2032.
10. IT – Migrate G: drive data to new hosts. Completed.
11. IT – Migrate H: drive data to now hosts.

Upcoming Projects

12. SD – Arbitrator upgrade.
13. LI – New GIS Servers and upgrades. End of 2026, CIP Project
14. County Wide – migration to Office 365, CIP Project
15. HD – New office wireless and cameras. Need Point to Point in place
16. ITS – UPS Battery replacement schedule for 2027.
17. IT – Redundant/Failover/Load Balance Fiber internet line. Back Burner until vendor found.

Helpdesk Status Report:

Ticket Trends

- Currently averaging 92 open tickets per day.

Downtime Incidents:

Thursday, June 25, 2026
Server/Storage incident:
At approx. 5:30 am our after-hours helpdesk line was contacted by dispatch that they could not access data on the H: drives. They said they noticed the problem started around 2:30 AM. Investigation found that the server lost connection to the SAN unit at approx. 1 AM.
We found that an off schedule MS update was trying to install and stuck in a holding pattern. We rebooted the server at approx. 6:45 AM. This did not correct the disconnected SAN drive. We forced failover and rebooted our SAN system. Rebalanced I/O and disks on SAN. Rescanned disks and check ISCSI initiators. We are monitoring the server with the update to get it to complete.

Once SANs & Servers were rebooted and cleared of errors the access was restored at 8:45 AM.
Still monitoring both servers for stability.
Friday, June 26 2026

Ticket opened by Emily Hunter at approx. 5:15 AM. H: drive was not available. At 6:22 AM I was called by our consultant that the H: drive is not available as it was yesterday. I arrived on site by 6:30 AM and proceeded to troubleshoot the problems. Our connection to the SAN disk 1 was again lost. I found the cluster server2 un-responsive and proceeded to perform a hard boot. I checked thru cluster server1 and verified that 2 was down and un-responsive. I powered up cluster server2. Once up the drive paths were restored and login, and file access was restored. Service was back up by 7:08 AM.

Note that these servers were installed in 2013. We have kept them up and running going over 10 years. We have kept hardware maintenance in place and have had virtually no problems with them until yesterday. We have been building a system to replace this fileserver cluster and SAN and will begin testing and migrating to the new system.

June 25th 2026,
Admin portal for the email archiver is no longer working. Opened multiple tickets with the vendor and they have no ETA on its repair. This would normally not be a terrible outage, however we have received an open records request for data going back to April 1st and this is our only path to the archived emails. We are continuing to press the vendor for updates and repairs, while already contacting new vendors for an On-Site solution to replace the cloud solution we have in place. Access restored July 2, 2026. Total Downtime 8 days. I am still shopping other archive systems that will be on-site.

July 4th 2026,
Hard power loss a approx. 4:PM. This hit the courthouse, Public Health, Solid Waste, and Timber Drive. Most servers and services recovered by 5:PM. Some systems, the courthouse AC in the Data Center did not. Temps reached up to 94 degrees. Building and grounds and the “On-call” IT were notified by dispatch that the alarms were going off. Building and Grounds folks were able to reset the AC and get the Data Center cooling again. By 9PM the temperatures were coming back down to normal. Backups and other systems were thrown off by the outage. Solid Waste is still down as of 9:30AM Monday. We sent personnel out to reboot the systems in order. This brings them back up in proper order to get them running. Most servers at Timber Drive did come back up with the exception of the Database server. Personnel sent to reboot those systems as well. Showing all devices did come back on-line at Public Health building. All systems are back up and running.

End.GLPeriod 626 AND [Report].FormattedAccountNumber 101.12.50000.000000{-}101.12.59999.999999

Account Number	Account Title	YTD	Budget	Variance	% Budget
Fund101 - GENERAL FUND					
101.12.51450.489100	NON-SUBSCRIPTION COMPONENT(E)	.00	.00	.00	100.00%
101.12.51450.511101	SALARIES-PERM EMPLOYEE(E)	281,733.69	521,800.00	240,066.31	53.99%
101.12.51450.511102	WAGES-PERM EMPLOYEE(E)	50,646.98	164,100.00	113,453.02	30.86%
101.12.51450.511103	OVERTIME WAGES(E)	845.48	1,500.00	654.52	56.36%
101.12.51450.511104	WAGES-PART-TIME EMPLOYEE(E)	.00	.00	.00	100.00%
101.12.51450.511107	CALL PAY(E)	1,684.00	7,500.00	5,816.00	22.45%
101.12.51450.511113	COVID-19 PAY(E)	.00	.00	.00	100.00%
101.12.51450.511205	HOLIDAY WORKED PAY(E)	506.95	500.00	-6.95	101.39%
101.12.51450.512001	SOCIAL SECURITY(E)	25,095.83	58,537.00	33,441.17	42.87%
101.12.51450.512002	RETIREMENT-EMPLOYER'S SHARE(E)	22,006.04	47,000.00	24,993.96	46.82%
101.12.51450.512004	HEALTH/DENTAL INSURANCE(E)	69,128.49	139,500.00	70,371.51	49.55%
101.12.51450.512005	LIFE INSURANCE(E)	1,140.38	2,500.00	1,359.62	45.61%
101.12.51450.512006	WORKER'S COMPENSATION(E)	493.11	740.00	246.89	66.63%
101.12.51450.512007	INCOME CONTINUATION INS(E)	.00	.00	.00	100.00%
101.12.51450.512008	UNEMPLOYMENT COMPENSATION(E)	.00	.00	.00	100.00%
101.12.51450.512017	RETIREE HEALTH INSRANCE(E)	10,098.00	28,000.00	17,902.00	36.06%
101.12.51450.512018	CASH IN LIEU OF HEALTH INS(E)	2,100.00	18,000.00	15,900.00	11.66%
101.12.51450.513901	COST ALLOC-VACANCY/REDUCTION(E)	.00	.00	.00	100.00%
101.12.51450.521401	DP TRAINING-OTHER DEPTS(E)	.00	12,000.00	12,000.00	0.00%
101.12.51450.521402	CONTRACT PROGRAMMING/CONSULT(E)	101,121.00	60,000.00	-41,121.00	168.53%
101.12.51450.521901	OTHER PROFESSIONAL SERVICES(E)	8,777.97	23,000.00	14,222.03	38.16%
101.12.51450.522005	TELEPHONE AND FAX(E)	8,124.39	30,000.00	21,875.61	27.08%
101.12.51450.523202	MACY AND EQUIP REPAIR(E)	344.83	4,000.00	3,655.17	8.62%
101.12.51450.523204	HARDWARE MAINTENANCE(E)	63,578.78	100,000.00	36,421.22	63.57%

End.GLPeriod 626 AND [Report].FormattedAccountNumber 101.12.50000.000000{-}101.12.59999.999999

Account Number	Account Title	YTD	Budget	Variance	% Budget
101.12.51450.523205	SOFTWARE MAINTENANCE(E)	358,808.53	558,192.00	199,383.47	64.28%
101.12.51450.523295	INFO TECH SUBSCRIPTION(E)	.00	.00	.00	100.00%
101.12.51450.531101	POSTAGE AND BOX RENT(E)	82.94	200.00	117.06	41.47%
101.12.51450.531102	PRINTING AND DUPLICATION(E)	.00	1,075.00	1,075.00	0.00%
101.12.51450.531103	CENTRAL PURCHASING(E)	13.05	800.00	786.95	1.63%
101.12.51450.531104	CENTRAL COPIER PRINTER LEASE(E)	37,086.17	78,500.00	41,413.83	47.24%
101.12.51450.531204	ADVERTISING(E)	200.00	800.00	600.00	25.00%
101.12.51450.531301	TRAINING/CONFERENCE FEES(E)	1,193.20	1,000.00	-193.20	119.32%
101.12.51450.531302	EMPLOYEE AUTO ALLOWANCE(E)	613.86	1,975.00	1,361.14	31.08%
101.12.51450.531304	MEALS-TAXABLE(E)	.00	100.00	100.00	0.00%
101.12.51450.531305	MEALS LODGING & MISC TRAVEL(E)	.00	1,000.00	1,000.00	0.00%
101.12.51450.531901	OTHER SUPPLIES & EXPENSES(E)	4,634.28	15,000.00	10,365.72	30.89%
101.12.51450.531974	SUBSCRIPTION AMORITZATION(E)	.00	.00	.00	100.00%
101.12.51450.571002	SUBSCRIPTION PRINCIPAL(E)	.00	.00	.00	100.00%
101.12.51450.572006	SUBSCRIPTION INTEREST(E)	.00	.00	.00	100.00%
101.12.51450.583001	BAD DEBT EXPENSES(E)	.00	.00	.00	100.00%
101.12.51450.583200	SUBSCRIPTION CLEAR - CHG ACCTG(E)	.00	.00	.00	100.00%
101.12.51450.699007	SOFTWARE(E)	129.24	13,000.00	12,870.76	0.99%
101.12.51450.699008	COMPUTER HARDWARE(E)	203,692.78	348,000.00	144,307.22	58.53%
101.12.51450.699040	SPECIAL PROJECTS(E)	.00	.00	.00	100.00%
101.12.51450.699041	COMPUTER REPLACEMENT(E)	.00	.00	.00	100.00%
101.12.51450.699042	COMPUTER EQ-MAJOR SYS UPGRAD(E)	.00	.00	.00	100.00%
101.12.51450.699044	PERIFERIAL SMALL EQ REPLACEM(E)	3,197.56	10,000.00	6,802.44	31.97%
101.12.51450.699260	PROJECT 1-E MAIL-ENTERPRISE(E)	.00	.00	.00	100.00%
101.12.51450.699262	PROJECT 3 VOICE OVER IP(E)	.00	.00	.00	100.00%

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Account Number	Account Title	YTD	Budget	Variance	% Budget
101.12.51450.699263	PROJECT 4-ACCOUNTING UPGR(E)	.00	.00	.00	100.00%
101.12.51450.699264	PROJECT 5-CAPITAL IMPROVEMT(E)	.00	.00	.00	100.00%
101.12.51450.699265	PROJECT 6-WI FI CTHSE(E)	.00	.00	.00	100.00%
101.12.51450.699266	PROJECT 7-SERVER UPGRADES&BU(E)	.00	.00	.00	100.00%
101.12.51450.699267	PROJECT 8-MOBILE SD COMPUTER(E)	.00	.00	.00	100.00%
101.12.51450.699268	PROJECT 9-DESKTOP/LAPTOP/PRI(E)	.00	.00	.00	100.00%
101.12.51450.699269	PROJECT 10-EXCHANGE UPGRADE(E)	.00	.00	.00	100.00%
101.12.51450.699270	PROJECT 11-OFFICE 2016(E)	.00	.00	.00	100.00%
101.12.51450.699271	PROJECT 12-NEW WORLD REFRESH(E)	.00	.00	.00	100.00%
101.12.51450.699272	PROJECT 13-NW HDWR SUPP(E)	.00	.00	.00	100.00%
101.12.51450.699273	PROJECT 14-FIREWALL REPL(E)	.00	.00	.00	100.00%
101.12.51450.699274	PROJECT 15(E)	.00	.00	.00	100.00%
101.12.51450.699500	CIP PROJECTS(E)	.00	.00	.00	100.00%
101.12.51450.721025	OTHER FINC SOURE SUBSCRIPTION(E)	.00	.00	.00	100.00%
101.12.51452.521402	CONTRACT PROGRAMMING/CONS(E)	.00	.00	.00	100.00%
101.12.51452.523205	SOFTWARE MAINTENANCE(E)	123,528.61	135,000.00	11,471.39	91.50%
101.12.51452.523295	INFO TECH SUBSCRIPTION(E)	.00	.00	.00	100.00%
101.12.51452.531901	OTHER SUPPLIES & EXPENSES(E)	.00	.00	.00	100.00%
101.12.51452.531974	SUBSCRIPTION AMORITZATION(E)	.00	.00	.00	100.00%
101.12.51452.571002	SUBSCRIPTION PRINCIPAL(E)	.00	.00	.00	100.00%
101.12.51452.572006	SUBSCRIPTION INTEREST(E)	.00	.00	.00	100.00%
101.12.51452.583200	SUBSCRIPTION CLEAR - CHG ACCTG(E)	.00	.00	.00	100.00%
101.12.51452.699007	SOFTWARE(E)	.00	.00	.00	100.00%
101.12.51452.699008	COMPUTER HARDWARE(E)	375.00	135,000.00	134,625.00	0.27%
101.12.51452.721025	OTHER FINC SOURE SUBSCRIPTION(E)	.00	.00	.00	100.00%

End.GLPeriod 626 AND [Report].FormattedAccountNumber 101.12.50000.000000{-}101.12.59999.999999

Account Number	Account Title	YTD	Budget	Variance	% Budget
AccountTypeExpenditure		**1,380,981.14**	**2,518,319.00**	**1,137,337.86**	
101.12.51450.433100	FEDERAL GRANTS-CARES ACT(R)	.00	.00	.00	100.00%
101.12.51450.461700	PUBLIC CHGS-INFO TECH SERV(R)	-645.40	-5,000.00	-4,354.60	12.90%
101.12.51450.489140	REIMB PRIOR YR EXPENDITURE(R)	.00	.00	.00	100.00%
101.12.51450.493003	APPL CONT APPR-INFO TECH SER(R)	.00	-80,000.00	-80,000.00	0.00%
101.12.51450.493004	APPL CONT APPR-ITS-HARD/S(R)	.00	-50,000.00	-50,000.00	0.00%
101.12.51450.493005	APPL CONT APPR-ITS-EQUIPM(R)	.00	.00	.00	100.00%
101.12.51450.493006	APPL CONT APPR-MAJOR SYS UPG(R)	.00	.00	.00	100.00%
101.12.51450.493007	APPL CONT APPR-LAW ENF CO(R)	.00	.00	.00	100.00%
101.12.51450.493034	APPL CONT APPR-PP EQUIP>10,0(R)	.00	.00	.00	100.00%
101.12.51450.493119	APPL CONT APPN-ITS CAP IMP(R)	.00	.00	.00	100.00%
101.12.51450.493121	APPL CONT APPN-SERVER UPGR(R)	.00	.00	.00	100.00%
101.12.51450.493122	APPL CONT APPN-MOBILE SD COM(R)	.00	.00	.00	100.00%
101.12.51450.493126	APPL CONT APPR-COPIER(R)	.00	.00	.00	100.00%
101.12.51452.461901	PUBLIC CHGS-SANITARY MAIN(R)	-22,654.00	-25,000.00	-2,346.00	90.61%
101.12.51452.493010	APPL CONT APPR-LAND REC F(R)	.00	.00	.00	100.00%
101.12.51452.493110	APPL CONT APPR-ROD REC 2010(R)	.00	-245,000.00	-245,000.00	0.00%
AccountTypeRevenue		**-23,299.40**	**-405,000.00**	**-381,700.60**	
Fund101 - GENERAL FUND		**1,357,681.74**	**2,113,319.00**	**755,637.26**	
Total:		**1,357,681.74**	**2,113,319.00**	**755,637.26**	

Agenda

Report Criteria:
Report type: Invoice detail
Invoice Detail.GL account (6 Characters) = "101125","404125"

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
3RT Networks LLC									
DUO SOFTWARE SUBSCRIPTION	500495	06/15/2026	06/05/2026	CW39300	101.12.51450.523205	141.00	06/18/2026	440345	141.00
Total 3RT Networks LLC:									141.00
AMAZON CAPITAL SERVICES LLC									
CANON PFI-320C/M/Y 300ML INK TANKS	26975	05/19/2026	05/18/2026	144P-VM9N-176F	101.12.51450.531901	417.00	06/04/2026	440037	417.00
CALIFORNIA JOS 2.1MM PCB MOUNTING FEMALE DC POWER BARREL JACK (5-PACK)	26975	06/01/2026	05/04/2026	14LT-7QFH-44YP	101.12.51450.523202	6.99	06/04/2026	440037	6.99
PRIME DAY DISCOUNT	26975	06/01/2026	05/04/2026	1DR3-TTHW-46NH	101.12.51450.523202	21.55	06/04/2026	440037	21.55
THERMAL PRINTER CLEANING PEN 10 PACK	26975	06/01/2026	06/01/2026	1R39-NQPG-P7JR	101.12.51450.523202	9.49	06/04/2026	440037	9.49
PLNHL10 - HANDSET LIFTER FOR PLANTRONICS CORDLESS HEADSET SYSTEMS	26975	05/19/2026	04/27/2026	1TML-VPFL-V7PN	101.12.51450.699044	299.90	06/04/2026	440037	299.90
Total AMAZON CAPITAL SERVICES LLC:									754.93
ASPIRUS HEALTH PLAN INC									
RETIREE HEALTH INSURANCE	28681	06/29/2026	06/16/2026	261670000051	101.12.51450.512017	3,366.00	06/30/2026	440449	3,366.00
Total ASPIRUS HEALTH PLAN INC:									3,366.00
AT&T MOBILITY LLC									
ITS ON-CALL CELL PHONE (FIRSTNET)	28220	06/01/2026	05/07/2026	287338869940X05152026	101.12.51450.522005	43.85	06/04/2026	440040	43.85
Total AT&T MOBILITY LLC:									43.85
CDW GOVERNMENT INC									
VG2240 - VIEWSONIC 22" LCD MONITOR	6395	06/01/2026	05/06/2026	AJ2WM5N	101.12.51450.699008	622.80	06/04/2026	440043	622.80
HP 414X W2022X YELLOW HIGH YIELD TONER	6395	06/01/2026	05/11/2026	AJ3GE2F	101.12.51450.531901	850.02	06/04/2026	440043	850.02
HP 952 CYAN INK	6395	06/01/2026	05/18/2026	AJ4B88X	101.12.51450.531901	85.08	06/04/2026	440043	85.08
Total CDW GOVERNMENT INC:									1,557.90
CHARTER COMMUNICATIONS									
171429001 - HODAG COUNTRY FEST INTERNET	5998	06/16/2026	06/01/2026	171429001060126	101.12.51450.522005	239.98	06/18/2026	440359	239.98
171433701 - SPECTRUM FIBER INTERNET (COURTHOUSE)	5998	06/16/2026	06/01/2026	171433701060126	101.12.51450.522005	1,360.00	06/18/2026	440359	1,360.00

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
259255101 - SPECTRUM CABLE INTERNET (HIGHWAY DEPARTMENT)	5998	06/16/2026	06/01/2026	259255101060126	101.12.51450.522005	360.00	06/18/2026	440359	360.00
Total CHARTER COMMUNICATIONS:									1,959.98
CIVIC SYSTEMS LLC									
CIVIC SYSTEMS - SUPPORT AND MAINTENANCE	500450	06/15/2026	06/02/2026	INV-20009	101.12.51450.523205	22,814.55	06/18/2026	440363	22,814.55
Total CIVIC SYSTEMS LLC:									22,814.55
CORPORATE PAYMENT SYSTEMS - FINC DEPT									
JASON RHODES #7194	29450	06/17/2026	06/17/2026	4715110303658855 June 2	101.12.51450.531103	2,427.60	06/18/2026	440365	2,427.60
Total CORPORATE PAYMENT SYSTEMS - FINC DEPT:									2,427.60
DIVERSIFIED BENEFIT SERVICES INC									
DBS FRA ITS	24171	06/05/2026	06/02/2026	480485	101.12.51450.512004	4.60	06/18/2026	440369	4.60
Total DIVERSIFIED BENEFIT SERVICES INC:									4.60
DM & MM LLC									
MODUCOM - SIP ADMIN PHONE INTERFACE UPGRADE	500869	06/02/2026	05/04/2026	20260501	101.12.51450.521901	9,900.00	06/18/2026	440370	9,900.00
Total DM & MM LLC:									9,900.00
EO JOHNSON CO									
415010 - RICOH STAPLE REFILL TYPE T 10,000/CTN	322	06/01/2026	05/21/2026	INV1967362	101.12.51450.531901	44.65	06/04/2026	440053	44.65
USAGE FOR BLACK COPIES	322	06/15/2026	06/15/2026	42256824	101.12.51450.531104	5,977.26	06/18/2026	440373	5,977.26
Total EO JOHNSON CO:									6,021.91
Integral Building Systems, Inc									
SYN-APPS RENEWAL, 1-YEAR	500107	06/01/2026	06/01/2026	14911	101.12.51450.523205	1,026.50	06/04/2026	440060	1,026.50
Total Integral Building Systems, Inc:									1,026.50
INTERPACE INTERNET SERVICES LLC									
DESIGN WORK - ECONOMIC SUPPORT CHANGES	28920	06/15/2026	06/09/2026	5607	101.12.51450.521901	225.00	06/18/2026	440382	225.00

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
Total INTERPACE INTERNET SERVICES LLC:									225.00
Norvado, Inc.									
DNS HOSTING	500408	06/01/2026	05/18/2026	May Invoice	101.12.51450.523205	17.19	06/04/2026	440073	17.19
Total Norvado, Inc.:									17.19
TECHNOLOGY MANAGEMENT LLC									
5940444-C - SYMANTEC ENDPOINT SECURITY ENTERPRISE, HYBRID SUBSCRIPTION LICENSE WITH SUPPORT - 1-99 DEVICES	6284	06/01/2026	06/01/2026	10342	101.12.51450.523205	1,288.10	06/04/2026	440084	1,288.10
DUOMSP - DUO MSP LICENSE FOR 2FA	6284	06/01/2026	06/01/2026	10380	101.12.51450.523205	735.00	06/04/2026	440084	735.00
INSTALL150 - HSDSWITCHUP2026	6284	06/01/2026	06/01/2026	10394	404.12.57141.699276	1,125.00	06/04/2026	440084	1,125.00
INSTALL150 - OCSWITCHUP	6284	06/01/2026	06/01/2026	10395	404.12.57141.699277	37.50	06/04/2026	440084	37.50
INSTALL150 - OCVOIPUP2026	6284	06/01/2026	06/01/2026	10396	101.12.51450.521402	5,587.50	06/04/2026	440084	5,587.50
INSTALL150 - OCVSPREPLACE2026	6284	06/01/2026	06/01/2026	10397	101.12.51450.521402	150.00	06/04/2026	440084	150.00
SUPPORT150 - SYSTEM SUPPORT	6284	06/01/2026	06/01/2026	10398	101.12.51450.521402	1,725.00	06/04/2026	440084	1,725.00
SUPPORT150 - SYSTEM SUPPORT	6284	06/01/2026	06/01/2026	10399	101.12.51450.521402	11,400.00	06/04/2026	440084	11,400.00
Total TECHNOLOGY MANAGEMENT LLC:									22,048.10
USIC LOCATING SERVICES LLC									
PER TICKET	24297	06/15/2026	05/31/2026	811343	101.12.51450.521901	202.24	06/18/2026	440432	202.24
Total USIC LOCATING SERVICES LLC:									202.24
VANGUARD COMPUTERS INC									
5WS0T36178 - LENOVO ONSITE + PREMIER SUPPORT AGREEMENT 3 YEARS	6103	06/01/2026	05/21/2026	VSR-INV07093	101.12.51450.699008	26,828.00	06/04/2026	440090	26,828.00
Total VANGUARD COMPUTERS INC:									26,828.00
VERIZON WIRELESS									
WIRELESS HOT SPOTS	28994	06/01/2026	05/23/2026	6144377087	101.12.51450.522005	342.09	06/04/2026	440091	342.09
Total VERIZON WIRELESS:									342.09
Grand Totals:									99,681.44

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101.12.51450.512004	4.60	.00	4.60
101.12.51450.512017	3,366.00	.00	3,366.00
101.12.51450.521402	18,862.50	.00	18,862.50
101.12.51450.521901	5,227.24	.00	5,227.24
101.12.51450.522005	2,345.92	.00	2,345.92
101.12.51450.523202	39.16	1.13-	38.03
101.12.51450.523205	26,022.34	.00	26,022.34
101.12.51450.531103	2,427.60	.00	2,427.60
101.12.51450.531104	5,977.26	.00	5,977.26
101.12.51450.531901	1,396.75	.00	1,396.75
101.12.51450.699008	32,550.80	.00	32,550.80
101.12.51450.699044	299.90	.00	299.90
101.211100	1.13	98,520.07-	98,518.94-
404.12.57141.699276	1,125.00	.00	1,125.00
404.12.57141.699277	37.50	.00	37.50
404.211100	.00	1,162.50-	1,162.50-
Grand Totals:	99,683.70	99,683.70-	.00

Reviewed by: ____

Date: _____ / _____ / __________

Report Criteria:
Report type: Invoice detail
Invoice Detail.GL account (6 Characters) = "101125","404125"

M = Manual Check, V = Void Check

End.GLPeriod 626 AND [Report].FormattedAccountNumber 101.10.50000.000000{-}101.10.59999.999999

Account Number	Account Title	YTD	Budget	Variance	% Budget
Fund101 - GENERAL FUND					
101.10.51520.511101	SALARIES-PERM EMPLOYEE(E)	43,596.43	93,190.00	49,593.57	46.78%
101.10.51520.511102	WAGES-PERM EMPLOYEE(E)	28,748.80	60,400.00	31,651.20	47.59%
101.10.51520.511103	OVERTIME WAGES(E)	.00	.00	.00	100.00%
101.10.51520.511104	WAGES-PART-TIME EMPLOYEE(E)	11,083.80	28,000.00	16,916.20	39.58%
101.10.51520.511105	WAGES-LIMITED TERM EMPLOYEE(E)	.00	1,700.00	1,700.00	0.00%
101.10.51520.511205	HOLIDAY WORKED PAY(E)	.00	.00	.00	100.00%
101.10.51520.512001	SOCIAL SECURITY(E)	5,921.26	13,900.00	7,978.74	42.59%
101.10.51520.512002	RETIREMENT-EMPLOYER'S SHARE(E)	5,212.82	11,400.00	6,187.18	45.72%
101.10.51520.512004	HEALTH/DENTAL INSURANCE(E)	26,611.20	44,175.00	17,563.80	60.24%
101.10.51520.512005	LIFE INSURANCE(E)	225.17	1,000.00	774.83	22.51%
101.10.51520.512006	WORKER'S COMPENSATION(E)	133.48	400.00	266.52	33.37%
101.10.51520.512007	INCOME CONTINUATION INS(E)	.00	.00	.00	100.00%
101.10.51520.512008	UNEMPLOYMENT COMPENSATION(E)	.00	.00	.00	100.00%
101.10.51520.512018	CASH IN LIEU OF HEALTH INS(E)	.00	.00	.00	100.00%
101.10.51520.513901	COST ALLOC-VACANCY/REDUCTION(E)	.00	.00	.00	100.00%
101.10.51520.521901	OTHER PROFESSIONAL SERVICES(E)	.00	.00	.00	100.00%
101.10.51520.522005	TELEPHONE AND FAX(E)	520.77	1,200.00	679.23	43.39%
101.10.51520.523203	MACY AND EQUIP SVC CONTRACTS(E)	271.00	330.00	59.00	82.12%
101.10.51520.531101	POSTAGE AND BOX RENT(E)	7,016.88	17,500.00	10,483.12	40.09%
101.10.51520.531102	PRINTING AND DUPLICATION(E)	.00	.00	.00	100.00%
101.10.51520.531103	CENTRAL PURCHASING(E)	4,285.66	6,200.00	1,914.34	69.12%
101.10.51520.531201	PUBLICATION OF LEGAL NOTICES(E)	.00	250.00	250.00	0.00%
101.10.51520.531203	MEMBERSHIP DUES(E)	100.00	100.00	.00	100.00%
101.10.51520.531204	ADVERTISING(E)	.00	.00	.00	100.00%

End.GLPeriod 626 AND [Report].FormattedAccountNumber 101.10.50000.000000{-}101.10.59999.999999

Account Number	Account Title	YTD	Budget	Variance	% Budget
101.10.51520.531301	TRAINING/CONFERENCE FEES(E)	125.00	250.00	125.00	50.00%
101.10.51520.531302	EMPLOYEE AUTO ALLOWANCE(E)	251.50	1,200.00	948.50	20.95%
101.10.51520.531305	MEALS LODGING & MISC TRAVEL(E)	303.00	1,200.00	897.00	25.25%
101.10.51521.521901	OTHER PROFESSIONAL SERVICES(E)	.00	.00	.00	100.00%
101.10.51910.599901	REFUNDS AND OFFSETS(E)	-3,029.88	.00	3,029.88	100.00%
101.10.51910.599902	TREASURER'S HOLDING(E)	.00	.00	.00	100.00%
101.10.51910.599903	BALANCE UNDER $4(E)	19.91	.00	-19.91	100.00%
AccountTypeExpenditure		**131,396.80**	**282,395.00**	**150,998.20**	
101.10.51520.461020	PUBLIC CHGS-TREASURERS FEES(R)	-1,470.00	-2,000.00	-530.00	73.50%
AccountTypeRevenue		**-1,470.00**	**-2,000.00**	**-530.00**	
Fund101 - GENERAL FUND		**129,926.80**	**280,395.00**	**150,468.20**	
Total:		**129,926.80**	**280,395.00**	**150,468.20**	

Agenda

Report Criteria:
Report type: Invoice detail
Invoice Detail.GL account (5 Characters) = "10110"

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
AMERICAN BUSINESS TECHNOLOGIES INC									
SECOND HALF REMINDERS	29616	06/16/2026	06/16/2026	55759	101.10.51520.531101	4,555.32	06/18/2026	440350	4,555.32
Total AMERICAN BUSINESS TECHNOLOGIES INC:									4,555.32
DELUXE SMALL BUSINESS SALES INC									
DEPOSIT TICKET BOOKS	29347	06/02/2026	05/20/2026	19946710	101.10.51520.531103	252.37	06/04/2026	440049	252.37
Total DELUXE SMALL BUSINESS SALES INC:									252.37
GOVERNMENT FORMS & SUPPLIES LLC									
TR: 5,000 BLANK BLUE PANTO LASER CHECK STOCK	500629	05/27/2026	05/20/2026	0361966	101.10.51520.531103	575.45	06/04/2026	440058	575.45
Total GOVERNMENT FORMS & SUPPLIES LLC:									575.45
Grand Totals:									5,383.14

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101.10.51520.531101	4,555.32	.00	4,555.32
101.10.51520.531103	827.82	.00	827.82
101.211100	.00	5,383.14-	5,383.14-
Grand Totals:	5,383.14	5,383.14-	.00

Reviewed by: ____

Date: _____ / _____ / __________

Report Criteria:

Report type: Invoice detail

Invoice Detail.GL account (5 Characters) = "10110"

Agenda

Report Criteria:
Report type: Invoice detail
Invoice Detail.GL account (5 Characters) = "10110"

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
Total :									.00
Grand Totals:									.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
Grand Totals:	.00	.00	.00

Reviewed by: ____

Date: _____ / _____ / __________

Agenda

Report Criteria:

Report type: Invoice detail

Invoice Detail.GL account (5 Characters) = "10110"

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
DATA FINANCIAL INC									
CASH COUNTER SERVICE	2048	04/20/2026	04/20/2026	213979	101.10.51520.523203	271.00	04/23/2026	439309	271.00
Total DATA FINANCIAL INC:									271.00
WI CO TREASURERS ASSOC									
WCTA SPRING 2026 CONFERENCE	781	04/07/2026	04/07/2026	2026 WCTA SPRING CON	101.10.51520.531301	125.00	04/23/2026	439403	125.00
Total WI CO TREASURERS ASSOC:									125.00
Grand Totals:									396.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101.10.51520.523203	271.00	.00	271.00
101.10.51520.531301	125.00	.00	125.00
101.211100	.00	396.00-	396.00-
Grand Totals:	396.00	396.00-	.00

Reviewed by: ____

Date: _____ / _____ / __________

M = Manual Check, V = Void Check

Account Number	Account Title	YTD	Budget	Variance	% Budget
Fund101 - GENERAL FUND					
101.06.51110.511101	SALARIES-PERM EMPLOYEE(E)	21,316.51	40,600.00	19,283.49	52.50%
101.06.51110.511301	COMMITTEE PER DIEM(E)	9,460.00	21,000.00	11,540.00	45.04%
101.06.51110.512001	SOCIAL SECURITY(E)	2,311.79	4,200.00	1,888.21	55.04%
101.06.51110.512002	RETIREMENT-EMPLOYER'S SHARE(E)	1,326.98	2,520.00	1,193.02	52.65%
101.06.51110.512006	WORKER'S COMPENSATION(E)	52.49	58.00	5.51	90.50%
101.06.51110.521201	LEGAL SERVICES(E)	.00	3,800.00	3,800.00	0.00%
101.06.51110.521901	OTHER PROFESSIONAL SERVIC(E)	500.00	.00	-500.00	100.00%
101.06.51110.531101	POSTAGE AND BOX RENT(E)	20.79	300.00	279.21	6.93%
101.06.51110.531102	PRINTING AND DUPLICATION(E)	.00	750.00	750.00	0.00%
101.06.51110.531103	CENTRAL PURCHASING(E)	357.02	930.00	572.98	38.38%
101.06.51110.531201	PUBLICATION OF LEGAL NOTICES(E)	4,881.88	7,000.00	2,118.12	69.74%
101.06.51110.531202	SUBSCRIPTIONS(E)	757.00	720.00	-37.00	105.13%
101.06.51110.531203	MEMBERSHIP DUES(E)	6,936.00	6,936.00	.00	100.00%
101.06.51110.531204	ADVERTISING(E)	.00	.00	.00	100.00%
101.06.51110.531301	TRAINING/CONFERENCE FEES(E)	1,170.00	4,000.00	2,830.00	29.25%
101.06.51110.531302	EMPLOYEE AUTO ALLOWANCE(E)	2,288.77	4,200.00	1,911.23	54.49%
101.06.51110.531304	MEALS-TAXABLE(E)	.00	.00	.00	100.00%
101.06.51110.531305	MEALS LODGING & MISC TRAVEL(E)	-2,354.90	3,500.00	5,854.90	-67.28%
101.06.51110.531901	OTHER SUPPLIES & EXPENSES(E)	.00	.00	.00	100.00%
101.06.51120.511301	COMMITTEE PER DIEM(E)	18,605.00	45,700.00	27,095.00	40.71%
101.06.51120.512001	SOCIAL SECURITY(E)	1,635.72	3,496.00	1,860.28	46.78%
101.06.51120.512002	RETIREMENT-EMPLOYER'S SHARE(E)	2.88	.00	-2.88	100.00%
101.06.51120.512006	WORKER'S COMPENSATION(E)	35.06	69.00	33.94	50.81%
101.06.51120.531301	TRAINING/CONFERENCE FEES(E)	.00	.00	.00	100.00%
101.06.51120.531302	EMPLOYEE AUTO ALLOWANCE(E)	12,214.55	23,500.00	11,285.45	51.97%

Account Number	Account Title	YTD	Budget	Variance	% Budget
101.06.51120.531304	MEALS-TAXABLE(E)	.00	.00	.00	100.00%
101.06.51120.531305	MEALS LODGING & MISC TRAVEL(E)	1,816.83	2,400.00	583.17	75.70%
101.06.51130.531305	MEALS LODGING & MISC TRAV(E)	1,077.00	.00	-1,077.00	100.00%
101.06.51130.531901	OTHER SUPPLIES & EXPENSES(E)	.00	.00	.00	100.00%
101.08.51420.512006	WORKER'S COMPENSATION(E)	174.23	400.00	225.77	43.55%
101.08.51440.512006	WORKER'S COMPENSATION(E)	.50	2.00	1.50	25.00%
AccountTypeExpenditure		**84,586.10**	**176,081.00**	**91,494.90**	
101.06.51130.493001	APPL CONT APPR-COUNTY BOA(R)	.00	.00	.00	100.00%
101.06.51130.493030	APPL CONT APPR-MINERAL RESOU(R)	.00	.00	.00	100.00%
AccountTypeRevenue		**.00**	**.00**	**.00**	
Fund101 - GENERAL FUND		**84,586.10**	**176,081.00**	**91,494.90**	
Total:		**84,586.10**	**176,081.00**	**91,494.90**	

Account Number	Account Title	YTD	Budget	Variance	% Budget
Fund101 - GENERAL FUND					
101.08.51420.511101	SALARIES-PERM EMPLOYEE(E)	51,436.12	93,190.00	41,753.88	55.19%
101.08.51420.511102	WAGES-PERM EMPLOYEE(E)	36,815.84	67,300.00	30,484.16	54.70%
101.08.51420.511103	OVERTIME WAGES(E)	.00	100.00	100.00	0.00%
101.08.51420.511104	WAGES-PART-TIME EMPLOYEE(E)	20,413.20	37,800.00	17,386.80	54.00%
101.08.51420.511105	WAGES-LIMITED TERM EMPLOYEE(E)	.00	.00	.00	100.00%
101.08.51420.512001	SOCIAL SECURITY(E)	8,093.36	15,500.00	7,406.64	52.21%
101.08.51420.512002	RETIREMENT-EMPLOYER'S SHARE(E)	7,836.70	14,200.00	6,363.30	55.18%
101.08.51420.512004	HEALTH/DENTAL INSURANCE(E)	22,569.11	35,640.00	13,070.89	63.32%
101.08.51420.512005	LIFE INSURANCE(E)	247.31	600.00	352.69	41.21%
101.08.51420.512006	WORKER'S COMPENSATION(E)	174.23	400.00	225.77	43.55%
101.08.51420.512007	INCOME CONTINUATION INS(E)	.00	.00	.00	100.00%
101.08.51420.513901	COST ALLOC-VACANCY/REDUCTION(E)	.00	.00	.00	100.00%
101.08.51420.522005	TELEPHONE AND FAX(E)	325.49	1,200.00	874.51	27.12%
101.08.51420.531101	POSTAGE AND BOX RENT(E)	321.91	200.00	-121.91	160.95%
101.08.51420.531102	PRINTING AND DUPLICATION(E)	87.00	100.00	13.00	87.00%
101.08.51420.531103	CENTRAL PURCHASING(E)	5,027.25	550.00	-4,477.25	914.04%
101.08.51420.531203	MEMBERSHIP DUES(E)	175.00	150.00	-25.00	116.66%
101.08.51420.531204	ADVERTISING(E)	.00	.00	.00	100.00%
101.08.51420.531301	TRAINING/CONFERENCE FEES(E)	220.00	400.00	180.00	55.00%
101.08.51420.531302	EMPLOYEE AUTO ALLOWANCE(E)	.00	50.00	50.00	0.00%
101.08.51420.531305	MEALS LODGING & MISC TRAVEL(E)	149.00	500.00	351.00	29.80%
101.08.51421.521901	OTHER PROFESSIONAL SERVICES(E)	1,295.00	3,000.00	1,705.00	43.16%
101.08.51440.511105	WAGES-LIMITED TERM EMPLOY(E)	315.00	2,000.00	1,685.00	15.75%
101.08.51440.511302	ELECTION CLERKS(E)	.00	.00	.00	100.00%
101.08.51440.512001	SOCIAL SECURITY(E)	24.10	100.00	75.90	24.10%

Account Number	Account Title	YTD	Budget	Variance	% Budget
101.08.51440.512006	WORKER'S COMPENSATION(E)	.50	2.00	1.50	25.00%
101.08.51440.531101	POSTAGE AND BOX RENT(E)	17.76	100.00	82.24	17.76%
101.08.51440.531102	PRINTING AND DUPLICATION(E)	26,069.00	107,648.00	81,579.00	24.21%
101.08.51440.531103	CENTRAL PURCHASING(E)	1,437.38	1,000.00	-437.38	143.73%
101.08.51440.531201	PUBLICATION OF LEGAL NOTICES(E)	2,698.72	5,000.00	2,301.28	53.97%
101.08.51440.531301	TRAINING/CONFERENCE FEES(E)	.00	150.00	150.00	0.00%
101.08.51440.531302	EMPLOYEE AUTO ALLOWANCE(E)	.00	.00	.00	100.00%
101.08.51440.584002	PURCHASES FOR DISTRICTS(E)	.00	.00	.00	100.00%
101.08.51440.699007	SOFTWARE(E)	.00	.00	.00	100.00%
101.08.51440.699008	COMPUTER HARDWARE(E)	.00	.00	.00	100.00%
AccountTypeExpenditure		**185,748.98**	**386,880.00**	**201,131.02**	
101.08.51220.461010	PUBLIC CHGS-MEDIATION FEE(R)	.00	.00	.00	100.00%
101.08.51420.442002	CTY SHARE MARRIAGE LICENSE(R)	-2,910.00	-5,500.00	-2,590.00	52.90%
101.08.51420.442005	CTY SHARE DOMESTIC PARTNERSH(R)	.00	.00	.00	100.00%
101.08.51420.461010	PUBLIC CHGS-MEDIATION FEES(R)	-1,800.00	-4,000.00	-2,200.00	45.00%
101.08.51420.461025	PUBLIC CHGS-CLERKS FEES(R)	-420.00	.00	420.00	100.00%
101.08.51440.433100	FEDERAL GRANTS-CARES ACT(R)	.00	.00	.00	100.00%
101.08.51440.472110	INTERGOV CHGS-ELECTIONS(R)	-425.00	-6,000.00	-5,575.00	7.08%
101.08.51440.493002	APPL CONT APPR-ELECTIONS(R)	.00	-20,000.00	-20,000.00	0.00%
101.08.51490.461303	PUBLIC CHGS-RURAL ROAD DIREC(R)	.00	.00	.00	100.00%
101.36.51930.474108	LOCAL DEPT CHGS-LIAB & INSUR(R)	.00	-495,500.00	-495,500.00	0.00%
AccountTypeRevenue		**-5,555.00**	**-531,000.00**	**-525,445.00**	
Fund101 - GENERAL FUND		**180,193.98**	**-144,120.00**	**-324,313.98**	
Total:		**180,193.98**	**-144,120.00**	**-324,313.98**	

Account Number	Account Title	YTD	Budget	Variance	% Budget
Fund101 - GENERAL FUND					
101.36.51540.512010	SAFETY PROGRAM(E)	.00	.00	.00	100.00%
101.36.51540.521901	OTHER PROFESSIONAL SERVICES(E)	.00	.00	.00	100.00%
101.36.51540.523201	VEHICLE REPAIR(E)	.00	.00	.00	100.00%
101.36.51540.523208	BUILDINGS MAINTENANCE(E)	.00	.00	.00	100.00%
101.36.51540.531751	INS ON BUILDINGS & CONTEN(E)	.00	.00	.00	100.00%
101.36.51540.531752	INS ON VEHICLES & EQUIPME(E)	.00	.00	.00	100.00%
101.36.51540.531753	PUBLIC LIABILITY(E)	.00	.00	.00	100.00%
101.36.51540.531754	PUBLIC LIABILITY DEDUCTIB(E)	.00	.00	.00	100.00%
101.36.51540.531760	PREMIUMS ON SURETY BONDS(E)	.00	.00	.00	100.00%
101.36.51540.531762	WORKERS COMPENSATION PREI(E)	.00	.00	.00	100.00%
101.36.51540.531764	AUTOMOBILE DEDUCTIBLE(E)	.00	.00	.00	100.00%
101.36.51540.531901	OTHER SUPPLIES & EXPENSES(E)	-612.37	.00	612.37	100.00%
101.36.51930.521901	OTHER PROFESSIONAL SERVICES(E)	4,093.75	5,000.00	906.25	81.87%
101.36.51930.523201	VEHICLE REPAIR(E)	1,335.00	40,000.00	38,665.00	3.33%
101.36.51930.523208	BUILDINGS MAINTENANCE(E)	.00	15,000.00	15,000.00	0.00%
101.36.51930.531751	INS ON BUILDINGS & CONTENTS(E)	94,595.00	113,000.00	18,405.00	83.71%
101.36.51930.531752	INS ON VEHICLES & EQUIPMENT(E)	117,797.00	85,000.00	-32,797.00	138.58%
101.36.51930.531753	PUBLIC LIABILITY(E)	143,069.00	140,000.00	-3,069.00	102.19%
101.36.51930.531754	PUBLIC LIABILITY DEDUCTIBLE(E)	.00	50,000.00	50,000.00	0.00%
101.36.51930.531756	INSURANCE ON BOILER(E)	4,339.00	4,000.00	-339.00	108.47%
101.36.51930.531757	AUTOMOBILE LIABILITY(E)	142,394.00	139,000.00	-3,394.00	102.44%
101.36.51930.531758	AUTOMOBILE COMPREHENSIVE(E)	.00	.00	.00	100.00%
101.36.51930.531759	OTHER INSURANCE(E)	.00	.00	.00	100.00%
101.36.51930.531760	PREMIUMS ON SURETY BONDS(E)	6,936.00	7,500.00	564.00	92.48%
101.36.51930.531761	OFFICIALS BOND & NOTARY(E)	.00	.00	.00	100.00%

Account Number	Account Title	YTD	Budget	Variance	% Budget
101.36.51930.531762	WORKERS COMPENSATION PREIUM(E)	308,562.00	372,500.00	63,938.00	82.83%
101.36.51930.531763	AUTOMOBILE COLLISION INS(E)	.00	.00	.00	100.00%
101.36.51930.531764	AUTOMOBILE DEDUCTIBLE(E)	2,691.59	18,000.00	15,308.41	14.95%
101.36.51930.531765	DEDUCTIBLE FUND ESCROW(E)	41,585.00	10,000.00	-31,585.00	415.85%
101.36.51930.531775	STORAGE TANK INSURANCE(E)	.00	2,000.00	2,000.00	0.00%
AccountTypeExpenditure		**866,784.97**	**1,001,000.00**	**134,215.03**	
101.36.51540.493014	APPL CONT APPR-INS-RISK MAN(R)	.00	.00	.00	100.00%
101.36.51930.474108	LOCAL DEPT CHGS-LIAB & INSUR(R)	.00	-495,500.00	-495,500.00	0.00%
101.36.51930.474109	LOCAL DEPT CHGS-WORK COMP(R)	-198,729.83	-372,500.00	-173,770.17	53.35%
101.36.51930.484100	INSURANCE RECOVERIES(R)	-5,829.67	-33,000.00	-27,170.33	17.66%
101.36.51930.484101	PREMIUM DIV/REFUND(R)	-2,731.00	.00	2,731.00	100.00%
101.36.51930.489150	REIMBURSEMENT OF EXPENDIT(R)	.00	.00	.00	100.00%
101.36.51930.493013	APPL CONT APPR-INS-LIABILITY(R)	.00	.00	.00	100.00%
AccountTypeRevenue		**-207,290.50**	**-901,000.00**	**-693,709.50**	
Fund101 - GENERAL FUND		**659,494.47**	**100,000.00**	**-559,494.47**	
Total:		**659,494.47**	**100,000.00**	**-559,494.47**	

ONEIDA COUNTY

Check Register - Invoices Paid Report - County Clerk
Check Issue Dates: 6/1/2026 - 6/30/2026

Jul 02, 2026 09:57AM

Report Criteria:
Report type: Invoice detail
Invoice Detail.GL account (5 Characters) = "10106","10108","10136"

Description	Vendor Number	Input Date	Invoice Date	Invoice Number	Invoice GL Account	Invoice Amount	Check Issue Date	Check Number	Check Amount
CORPORATE PAYMENT SYSTEMS - FINC DEPT									
TRACY HARTMAN #8263	29450	06/17/2026	06/17/2026	4715110303658855 June 2	101.08.51420.531103	1,578.61	06/18/2026	440365	1,578.61
Total CORPORATE PAYMENT SYSTEMS - FINC DEPT:									1,578.61
SAFELITE FULFILLMENT INC									
SAFELITE AUTO GLASS - SHERIFF OFFICE - 2019 FORD F SERIES F150 - SQUAD 47	16575	06/10/2026	06/09/2026	06.2026.16575	101.36.51930.531764	804.40	06/18/2026	440420	804.40
Total SAFELITE FULFILLMENT INC:									804.40
THE NORTHWOODS RIVER NEWS									
NORTHWOODS RIVER NEWS MAY 19 MTG MINS	20507	05/26/2026	05/22/2026	194617	101.06.51110.531201	311.46	06/04/2026	440085	311.46
MAY COUNTY BOARD MINUTES	20507	06/05/2026	05/31/2026	0526374	101.06.51110.531201	311.46	06/18/2026	440426	311.46
Total THE NORTHWOODS RIVER NEWS:									622.92
Grand Totals:									3,005.93

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
101.06.51110.531201	622.92	.00	622.92
101.08.51420.531103	1,578.61	.00	1,578.61
101.211100	.00	3,005.93-	3,005.93-
101.36.51930.531764	804.40	.00	804.40
Grand Totals:	3,005.93	3,005.93-	.00

M = Manual Check, V = Void Check

Agenda

Reviewed by: ____

Date: _____ / _____ / __________

Report Criteria:

Report type: Invoice detail

Invoice Detail.GL account (5 Characters) = "10106","10108","10136"

M = Manual Check, V = Void Check

ONEIDA COUNTY
HEALTH DEPARTMENT

A community where everyone in Oneida County has the opportunity to achieve optimal health and wellbeing.

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OneidaCountyPublicHealth.org

MEMORANDUM

To: Oneida County Executive Committee
From: Linda Conlon, Health Officer/Director
Date: July 22, 2026
Subject: Request to Increase Authorized LTE Hours – WIC Clerk

Background

The Oneida County Health Department is requesting approval to increase the authorized hours for the WIC Clerk Limited Term Employee (LTE) position by **276 hours**, increasing the WIC Clerk allocation from **450 hours to 726 hours** for 2026.

The Board of Health reviewed this request and recommended approval, contingent upon the additional hours being fully supported through existing grant and program revenues.

Reason for Request

The Health Department has experienced staffing challenges this year due to extended medical leave and changing staffing needs. Increasing the authorized LTE hours will provide the department with the flexibility needed to maintain uninterrupted WIC services while adjusting staffing based on operational needs.

These hours represent the **maximum authorized hours available**, not a commitment that all hours will be utilized. If the regular employee is able to increase their work hours or returns sooner than anticipated, the LTE hours will be adjusted accordingly. This request simply provides the department with sufficient flexibility to respond to changing staffing circumstances without disrupting services.

Funding

There is **no additional County tax levy impact** associated with this request.

The additional authorized hours will be funded through existing revenues, including:

- WIC grant funding for WIC Clerk responsibilities.
- Public Health program revenue for previously approved LTE respiratory illness vaccine clinic project assistant/front desk duties.

The LTE position currently has **360 hours** previously approved through the 2026 budget process for project assistant duties and **450 hours** for the WIC Clerk. This request increases the WIC Clerk authorization by **276 hours**.

- Project Assistant (previously approved): **360 hours**
- WIC Clerk: **726 hours**

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Combined, the LTE position would have up to **1,086 authorized hours** available during 2026, although actual hours worked may be less depending on staffing needs.

Recommendation

The Health Department respectfully requests approval to increase the authorized WIC Clerk LTE hours by **276 hours**. This request provides operational flexibility to ensure continuity of services while remaining fully supported by existing grant and program revenues, with no additional tax levy impact.

Agenda

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Fiscal Impact Statement

Approval of this request will increase the authorized WIC Clerk Limited Term Employee (LTE) hours by **276 hours**, from **450 hours to 726 hours** for calendar year 2026.

The LTE billable rate, including salary and fringe benefits, is **$21.48 per hour**. The additional authorization represents a maximum potential increase of **$5,928.48** in WIC grant-funded expenditures. These costs will be fully reimbursed through existing WIC grant funding and will not require additional County funding.

The previously approved **360 hours** for the LTE Project Assistant position will remain unchanged and continue to be funded through existing Public Health program revenues.

LTE Assignment	Authorized Hours	Cost @ $21.48/hour	Funding Source
Project Assistant (Previously Approved)	360	$7,732.80	Public Health Program Revenue
WIC Clerk (Previously Approved)	450	$9,666.00	WIC Grant
Additional WIC Clerk Hours Requested	**276**	**$5,928.48**	**WIC Grant**
Revised WIC Clerk Total	**726**	**$15,594.48**	**WIC Grant**
Total LTE Authorization	**1,086**	**$23,327.28**	Existing Grant & Program Revenues

This request increases the maximum authorized hours available to respond to staffing needs; it does not obligate the department to utilize all authorized hours. Actual expenditures may be lower depending on operational needs and employee availability.

There is no fiscal impact to the County tax levy. All costs associated with this request will be absorbed within existing WIC grant funding and Public Health program revenues included in the 2026 budget.