



AGENDA

Eau Claire County Committee
on Administration and
Committee on Finance &
Budget

Tuesday, August 23, 2022, at 2:30 p.m.
Eau Claire County Government Center
721 Oxford Ave., Eau Claire • Room 1277

Join by phone: 1-415-655-0001 Access Code: 2593 161 8019

Join from the meeting link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=mc78c88b983cfe50e0fa5b3e0d47d019c>

Join by meeting number: 2593 161 8019 Meeting password: 4TpghcmjF43

1. Call to Order of the Committee on Administration and confirmation of meeting notice
2. Call to Order of the Committee on Finance & Budget
3. Roll call of Committee on Administration
4. Roll call of Committee on Finance & Budget
5. Public Comment
6. Review of Administration Budgets
 - a. Child Support
 - b. Information Systems
 - c. Veteran Services
 - d. Risk Management
 - e. Corporation Counsel
 - f. Administration
 - g. County Board
7. Committee on Administration: Accepting of presented budgets (including Facilities which was presented on at a prior meeting) – **Discussion/Action**
8. File No. 22-23/048: Abolishing one (1.0 FTE) Legal Specialist II and creating one (1.0 FTE) Office Coordinator in the Corporation Counsel’s Office – **Discussion/Action**
9. Adjournment of the Committee on Finance & Budget
10. Review and approval of meeting minutes – **Discussion/Action**
 - a. August 16, 2022

Prepared by: Samantha Kraegenbrink – Assistant to the County Administrator

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

11. Opioid Taskforce Resolution – **Discussion/Action**
12. Internal ARPA Funding Request applications – **Discussion/Action**
13. Future Agenda Items - **Discussion**
14. Adjourn

Prepared by: Samantha Kraegenbrink – Assistant to the County Administrator

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

Child Support Agency

DEPARTMENT MISSION

The mission of the Eau Claire County Child Support Agency is: “With authority and funding from County, State, and Federal government, the Child Support Agency establishes and enforces child and medical support orders and establishes paternity for non-marital children. Appropriate administrative, civil, and criminal procedures are used to ensure that children are supported by both parents.

DEPARTMENT BUDGET HIGHLIGHTS

The Child Support Agency receives 66% reimbursement from the State of Wisconsin for administrative expenditures. In addition, the Child Support Agency receives performance-based funding. The Child Support Agency is no longer receiving federal matching funds for birth costs and is not able to establish and collect birth costs for as many cases due to a change in law, dramatically impacting our revenue.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Hiring, training, and succession planning
- Maintaining/improving performance to sustain current funding
- Continued Legislative efforts for increased funding and support from the State
- Continued emphasis on utilizing technology to streamline processes and efficiencies to improve performance

TRENDS AND ISSUES ON THE HORIZON

- Hiring, training, and succession planning for retirements and loss of experience due to retirements.
- WiKids/CCAP interface and potential impact on training, staffing, and costs to CSAs.
- Increased court time due to addition of sixth branch and the potential impact on staffing and workload.
- Increased costs related to need for translation services.
- Increased operating costs due to COVID-19 (increased printing and mailing, postage costs)
- Decreasing caseloads but increasing time required for non-compliance cases- job fairs and collaboration with external agencies to assist customers.

POSITION CHANGES IN 2023

- None planned.

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- None foreseen.

Child Support Agency

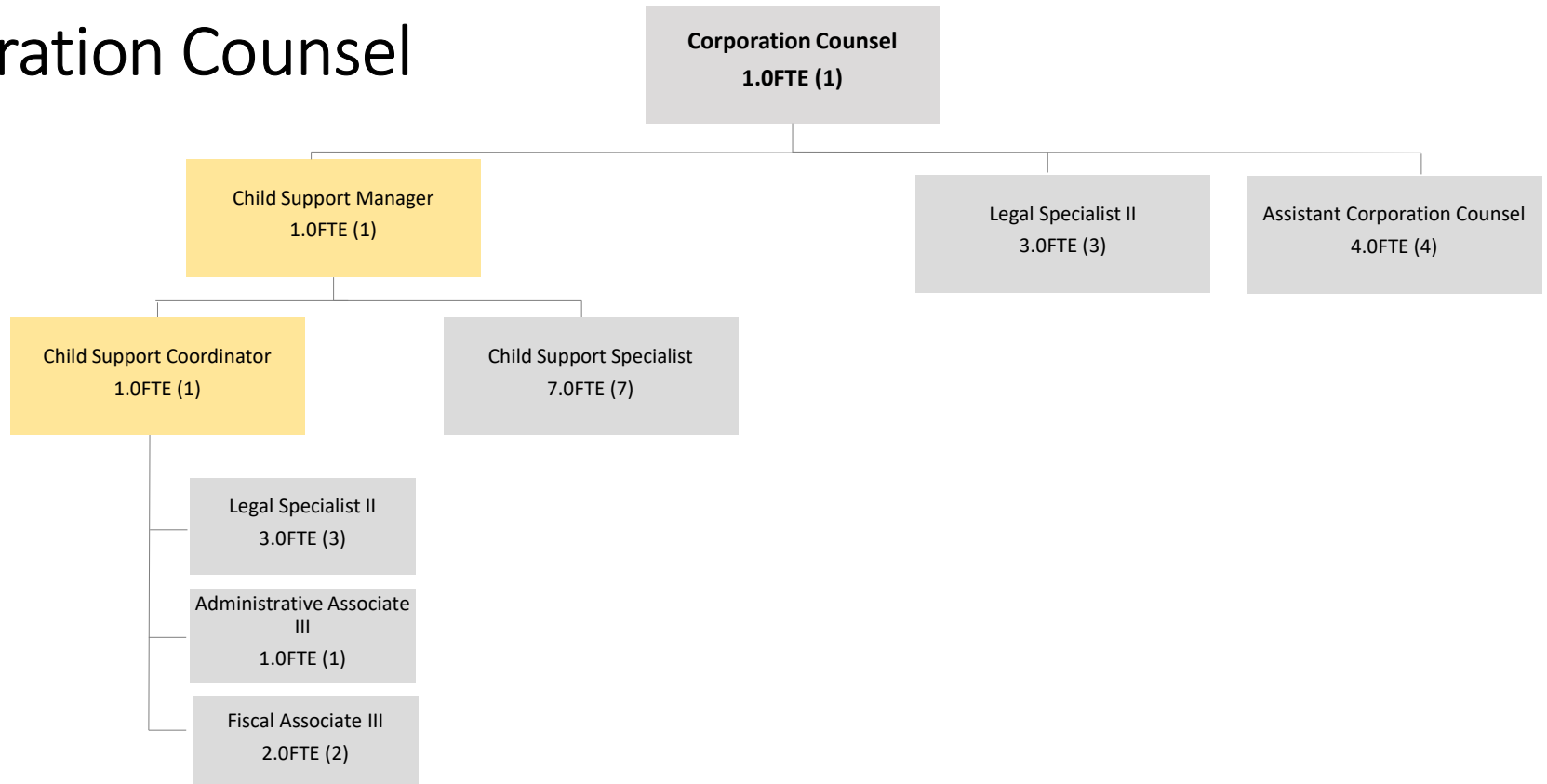
OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- None planned.

KEY ASSUMPTIONS AND POTENTIAL RISKS

- Reduced services or staff ability to provide services (i.e. increased caseload size) potentially negatively impacts performance, which affects our performance-based funding.

Corporation Counsel



Year	2022
FTE	23.0

Child Support

The purpose of the Child Support Program is to establish paternity for non-marital children, and to establish and enforce child support and health insurance obligations for children whose parents do not live together. Protect children and strengthen families and their economic well-being and encourage self-sufficiency.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Full service (IV-D) cases	5,858	5,613	5,455	5,310
Financial record-keeping only cases (non IV-D)	1,650	1,755	1,834	1,910

**YTD indicates Jan-May Results*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
Establish new court orders within 90 days for at least 80% of cases.	80%	90.9%	92.3%	93.9%	93.9%
Establish paternity within federal timelines for at least 80% of cases.	80%	103.5%	103.5%	104.4%	100.6%
Collect at least one payment towards arrears on at least 80% of cases with arrears owed.	80%	69.5%	72.3%	72.8%	73.3%
Collect at least 80% of all child support due each month.	80%	72.7%	73.0%	72.4%	65.8%
Receipt of birth cost repayments and health insurance orders.	-	\$35,304	\$60,112	\$14,086	\$3,759
Number of substantiated administrative customer complaints.	0	0	0	0	0
Dollars Spent : Dollars Collected	-	\$1,236,927 : \$16,289,989	\$1,235,280 : \$16,056,489	\$1,265,929 : \$16,066,819	\$493,878 : \$6,6281,68

**YTD indicates Jan-May Results*

Child Support Agency

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	\$64,568	\$98,749	\$98,749	\$114,439	16%
04-Intergovernment Grants and Aid	\$1,201,648	\$1,248,370	\$1,212,050	\$1,306,429	5%
06-Public Charges for Services	\$8,132	\$9,150	\$9,250	\$9,250	1%
Total Revenues:	\$1,274,348	\$1,356,269	\$1,320,049	\$1,430,118	5%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$830,109	\$871,076	\$813,225	\$900,910	3%
02-OT Wages	\$19	-	\$398	-	
03-Payroll Benefits	\$364,717	\$398,518	\$421,101	\$443,078	11%
04-Contractual Services	\$31,676	\$36,700	\$33,060	\$37,850	3%
05-Supplies & Expenses	\$27,351	\$32,955	\$30,755	\$33,055	0%
07-Fixed Charges	\$4,093	\$6,620	\$6,620	\$4,825	-27%
09-Equipment	\$7,963	\$10,400	\$10,000	\$10,400	0%
Total Expenditures:	\$1,265,929	\$1,356,269	\$1,315,159	\$1,430,118	5%

Net Surplus/(Deficit)- Child Support Agency	\$8,419	\$0	\$4,890	(\$0)	
--	----------------	------------	----------------	--------------	--

Child Support Agency

Budget Analysis

	2022 Adjusted Budget	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	\$98,749	\$15,690	\$114,439
04-Intergovernment Grants and Aid	\$1,248,370	\$58,059	\$1,306,429
06-Public Charges for Services	\$9,150	\$100	\$9,250
Total Revenues	\$1,356,269	\$73,849	\$1,430,118

01-Regular Wages	\$871,076	\$29,834	\$900,910
02-OT Wages	-	-	-
03-Payroll Benefits	\$398,518	\$44,560	\$443,078
04-Contractual Services	\$36,700	\$1,150	\$37,850
05-Supplies & Expenses	\$32,955	\$100	\$33,055
07-Fixed Charges	\$6,620	(\$1,795)	\$4,825
09-Equipment	\$10,400	-	\$10,400
Total Expenditures	\$1,356,269	\$73,849	\$1,430,118

Child Support Agency

Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
County Tax Levy	64,568	98,749	98,749	114,439	Levy request	100%
Administration Cost Reimb.	832,899	878,320	850,000	908,282	Based on 66% reimbursement for expenditures	75%
Performance Based Funding	208,383	204,000	204,000	209,773	Based on preliminary funding estimates from State	95%
State General Purpose Revenue	141,051	141,050	141,050	171,374	Based on preliminary funding estimates from State	95%
Msl Incentives	14,086	20,000	12,000	12,000	Based on collections for birth cost recovery	75%
Health Insurance Gpr	5,228	5,000	5,000	5,000	Based on prior year's revenue	75%
Genetic Test Repayments	5,411	7,000	7,000	7,000	Based on prior year's revenue	75%
Filing Fees	2,471	1,900	2,000	2,000	Based on prior year's revenue	75%
Csa/ Nivd Fees	250	250	250	250	Based on prior year's revenue	75%
TOTAL	\$1,274,348	\$1,356,269	\$1,320,049	\$1,430,118		

Child Support Agency

Grant Funding

	2021	2022	2022	2023	
Revenue Source	Actual	Budget	Estimate	Request	Grant Details
Administration Cost Reimb.	832,899	878,320	850,000	908,282	State revenue
Performance Based Funding	208,383	204,000	204,000	209,773	Performance incentives
State General Purpose Revenue	141,051	141,050	141,050	171,374	State revenue
Msl Incentives	14,086	20,000	12,000	12,000	State revenue
Health Insurance Gpr	5,228	5,000	5,000	5,000	State revenue
TOTAL	\$1,201,648	\$1,248,370	\$1,212,050	\$1,306,429	

Child Support Agency

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	-	-	-	-
Utility Services	5,068	5,500	5,560	5,500
Repairs And Maintenance	-	-	-	-
Other Contracted Services	26,608	31,200	27,500	32,350
Total	\$31,676	\$36,700	\$33,060	\$37,850

Child Support Agency

Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Child Sup/ Medical	5,064	5,500	5,600	6,000	Genetic testing	Other Contracted Services
Child Sup/ Other Contracted Svcs	615	400	650	650	Interpreter services	Other Contracted Services
Child Sup/ Telephone	4,080	4,500	4,560	4,500	Telephone	Utility Services
Non Iv-D / Cellular Phone	13	-	-	-	Cellular phone (no longer using)	Utility Services
Child Sup/ Data Line/Internet	975	1,000	1,000	1,000	Access to state systems	Utility Services
Child Sup/ Paper Service	18,648	23,500	19,500	23,500	Service of process	Other Contracted Services
Child Sup/ Recording/Filing	2,282	1,800	1,750	2,200	Filing fees	Other Contracted Services
TOTAL	\$31,676	\$36,700	\$33,060	\$37,850		

Information Systems

DEPARTMENT MISSION

The mission of the Information Systems Department is to enable Eau Claire County departments to better serve their customers and clients through cost-effective and secure use of technology for information management.

DEPARTMENT BUDGET HIGHLIGHTS

- Coming out of Covid-19, many but not all workers shifted back to onsite. Our long-term support model needs to be able to support a hybrid type workforce. Additional investments need to be made in technologies that support a hybrid work environment.
- With continued pressures on staffing, we must continue to invest in tools that improve the effectiveness of departments through automation.
- Cyber threats, especially ransomware, continue to grow. A reflection of this is significantly higher Cyber Insurance costs industry-wide. Eau Claire County needs to continue to make strategic investments in this area to lower our risk and minimize our insurance costs.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Cybersecurity is a strategic imperative for Eau Claire County and is part of everything we do.
- Supporting, maintaining, enhancing, and securing our existing application and infrastructure remains our number one priority.
- Take full advantage of existing technology to improve service or reduce costs.
- Evaluation new technology opportunities to improve service or reduce costs.
- Continued focus on County Broadband Committee and Digital Inclusion Committee efforts.

TRENDS AND ISSUES ON THE HORIZON

- Local governments are seeing increasing Cybersecurity threats, especially ransomware.
- The increasing cost of Cybersecurity insurance industry-wide is also impacting Eau Claire County.
- Supply chain delays on materials negatively impact the speed at which we can implement some projects.
- Inflationary trends are increasing the costs of equipment and services. This is putting pressure on both our capital and operating budgets.
- The continued shift of service contracts from capital to operating adds pressure to the operating budget.

POSITION CHANGES IN 2023

- Increase 0.50 FTE Admin Associate by 5 hours per week to provide additional help with finance processing and reporting.
- New Network Analyst 1.0 FTE position with a focus on Cybersecurity.

Information Systems

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- Shift 5 hours of Marketing Specialist from ADRC to Information Systems to align with her position change in 2022.

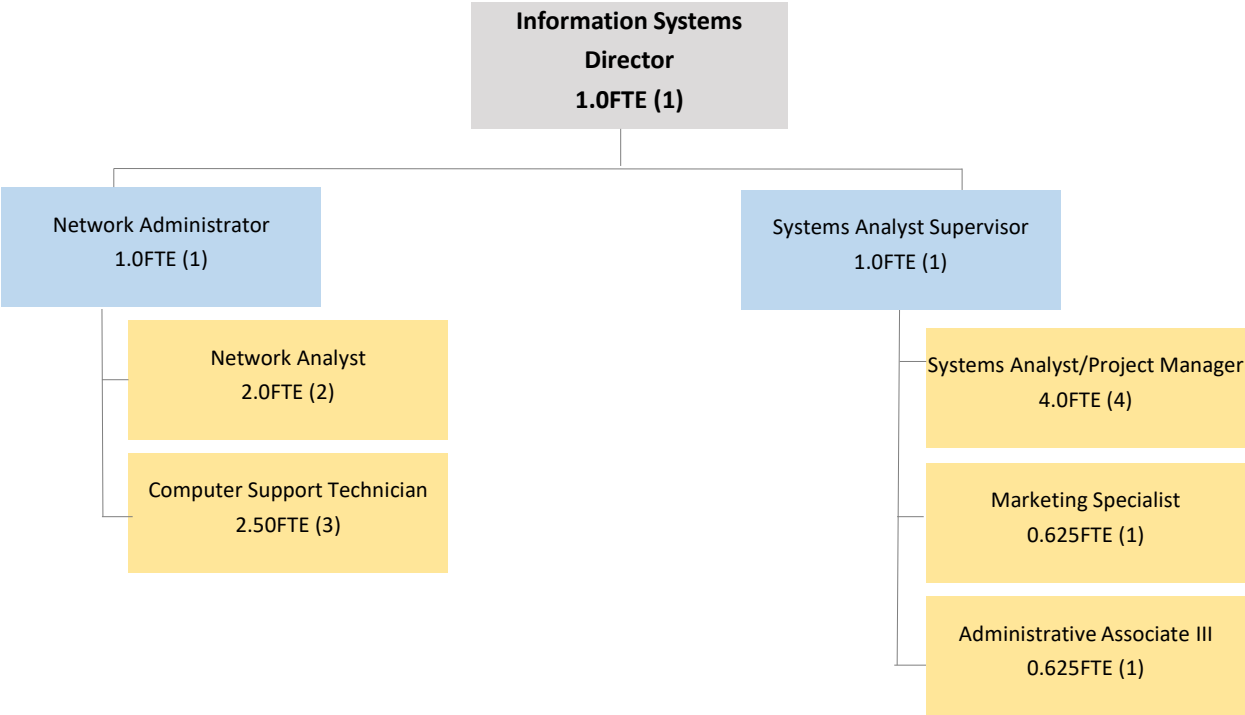
OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- Leveraging “free” State and Federal resources from CISA, CIS, and WI CRT

KEY ASSUMPTIONS AND POTENTIAL RISKS

- Need to make some investments to lower our cybersecurity risk profile.
- Limited Information Systems people resources to manage day-to-day operations, improve our cyber security posture, and implement new automation tools/processes

Information Systems



Year	2022
FTE	12.75

Systems Support

Systems Support keeps the applications used by county staff and the underlying servers and network infrastructure running smoothly on a day-to-day basis. Systems support addresses issues, which are typically errors or problems that prevent staff from effectively doing their work. It also addresses requests, which typically do not prevent staff from doing their work but do need to be completed at some point.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of computer applications	106	108	108	108
Number of physical servers	18	18	12	12
Number of virtual servers	100	103	96	100
Number of virtual VoIP servers	11	11	11	12
Number of VMware host servers	11	12	12	13
Number of servers defined as critical	30	34	34	34
Number of core network devices	44	44	44	44
Number of closet network devices	110	111	107	109
Number of wireless access points	220	224	272	274
Number of remote locations	26	30	30	30
Number of WiMax partner locations	0	0	0	0
Number of tickets requiring network staff response	287	205	97	46
Number of tickets requiring systems analyst staff response	822	890	1034	618

**YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
Less than 1% unscheduled critical application downtime.	<1%	0.02%	0.00%	0.07%	0.00%
Less than 1% unscheduled critical server downtime	<1%	0.00%	0.00%	0.00%	0.00%
Less than 1% unscheduled network downtime.	<1%	0.04%	0.01%	0.03%	0.00%
100% of critical applications and servers covered by maintenance / support / warranty.	100%	99%	99%	100%	100%
Less than 40% average utilization on major network connections.	<40%	5%	5%	5%	5%
100% of critical servers will be patched within 30 days of service pack stabilization.	100%	100%	100%	100%	100%
On average, support tickets requiring network staff will be open less than 7 days	7.00 days	9.67	19.41	11.16	14.56
On average, support tickets requiring systems analyst staff response will be open less than 7 days	7.00 days	6.05	11.93	11.34	2.09

**YTD indicates Jan-Jun Results*

Help Desk

The Help Desk keeps individual county staff productive by providing day-to-day application assistance and hardware support. This assistance and support addresses issues, which are typically errors or problems that prevent staff from effectively doing their work. It also addresses requests, which typically do not prevent staff from doing their work but do need to be completed at some point.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of desktop computers	243	141	145	165
Number of laptops computers	451	542	521	536
Number of MS Surfaces	3	6	6	1
Number of iPads	34	39	39	46
Number of iPhones	202	250	270	304
Number of Android smartphones	14	2	2	2
Number of flip phones	19	0	0	0
Number of netmotion laptops	52	52	55	60
Number of netbooks	3	3	3	1
Number of printers	145	145	140	140
Number of desktop applications	30	30	30	30
Number of tickets requiring immediate response	61	33	21	8
Number of tickets in the system	5121	5811	6733	3660

**YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
On average, Help Desk tickets requiring immediate response will be open less than 1 day	1.00 day	2.60	4.19	4.17	0.47
On average, Help Desk tickets will be open less than 3 days	3.00 days	4.99	3.64	5.32	4.27

**YTD indicates Jan-Jun Results*

Information Systems

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	\$2,015,648	\$2,116,404	\$2,116,404	\$2,472,214	17%
05-Intergovernmental Charges for Services	\$12,000	\$12,000	\$12,000	\$12,000	0%
09-Other Revenue	\$80,493	-	-	-	
Total Revenues:	\$2,108,141	\$2,128,404	\$2,128,404	\$2,484,214	17%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$815,901	\$844,032	\$840,000	\$961,734	14%
02-OT Wages	-	-	-	-	
03-Payroll Benefits	\$374,648	\$344,207	\$287,100	\$344,352	0%
04-Contractual Services	\$520,744	\$656,301	\$781,941	\$763,330	16%
05-Supplies & Expenses	\$9,836	\$22,800	\$21,317	\$24,700	8%
07-Fixed Charges	\$933	\$600	-	-	-100%
09-Equipment	\$235,965	\$260,464	\$236,881	\$390,098	50%
Total Expenditures:	\$1,958,027	\$2,128,404	\$2,167,239	\$2,484,214	17%

Net Surplus/(Deficit)- Information Systems	\$150,114	\$0	(\$38,835)	\$0	
---	------------------	------------	-------------------	------------	--

Information Systems

Budget Analysis

	2022 Adjusted Budget	2023 Marketing Specialist from ADRC	2023 Increase Admin Associate to 0.625 FTE	2023 New Network Analyst 1.0 FTE
01-Tax Levy/General Revenue Allocation	\$2,116,404	\$7,363	\$5,848	\$114,104
05-Intergovernmental Charges for Services	\$12,000	-	-	-
09-Other Revenue	-	-	-	-
Total Revenues	\$2,128,404	\$7,363	\$5,848	\$114,104

01-Regular Wages	\$844,032	\$6,451	\$4,173	\$72,446
02-OT Wages	-	-	-	-
03-Payroll Benefits	\$344,207	\$912	\$1,675	\$39,308
04-Contractual Services	\$656,301	-	-	\$600
05-Supplies & Expenses	\$22,800	-	-	-
07-Fixed Charges	\$600	-	-	-
09-Equipment	\$260,464	-	-	\$1,750
Total Expenditures	\$2,128,404	\$7,363	\$5,848	\$114,104

Information Systems

Budget Analysis

	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	\$228,495	\$2,472,214
05-Intergovernmental Charges for Services	-	\$12,000
09-Other Revenue	-	-
Total Revenues	\$228,495	\$2,484,214

01-Regular Wages	\$34,632	\$961,734
02-OT Wages	-	-
03-Payroll Benefits	(\$41,750)	\$344,352
04-Contractual Services	\$106,429	\$763,330
05-Supplies & Expenses	\$1,900	\$24,700
07-Fixed Charges	(\$600)	-
09-Equipment	\$127,884	\$390,098
Total Expenditures	\$228,495	\$2,484,214

Information Systems

Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
County Tax Levy	2,015,648	2,116,404	2,116,404	2,472,214	Levy request	100%
Is/ Data Processing Revenue	12,000	12,000	12,000	12,000	Annual contract with Health Dept	100%
Is/ Donations - Starlink	49,675	-	-	-	One-time donations in 2021	100%
Is/ Misc Revenue	3,318	-	-	-	Do not budget for misc. revenue	100%
Misc Rev - Wedc Starlink Grant	27,500	-	-	-	One-time grant in 2021	100%
TOTAL	\$2,108,141	\$2,128,404	\$2,128,404	\$2,484,214		

Information Systems

Grant Funding

	2021	2022	2022	2023	
Revenue Source	Actual	Budget	Estimate	Request	Grant Details
Misc Rev - Wedc Starlink Grant	27,500	-	-	-	WEDC Grant for Starlink in 2021
TOTAL	\$27,500	\$0	\$0	\$0	

Information Systems

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	53,304	116,851	93,671	79,907
Utility Services	29,124	62,392	71,308	73,465
Repairs And Maintenance	378,916	477,058	616,962	609,958
Other Contracted Services	59,400	-	-	-
Total	\$520,744	\$656,301	\$781,941	\$763,330

Information Systems

Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Info Sys/ Contracted Services	53,304	57,250	36,799	31,250	Software consulting and support	Professional Services
Info Sys/ Contracted Svc-Compliance	-	-	-	1,500	Content manager service	Professional Services
Info Sys/ Contracted Svc-Cybersecurity	-	36,240	36,240	23,040	Security monitoring service	Professional Services
Info Sys/ Telephone	3,360	3,600	3,360	3,600	Telephones	Utility Services
Info Sys/ Cellular Phone	(43,964)	1,300	1,800	2,400	Cell phones	Utility Services
Info Sys/ Data Line/Internet	69,728	57,492	66,148	67,465	Internet access, website hosting	Utility Services
Info Sys/ Data/Internet-Compliance	-	4,932	4,491	6,167	ArchiveSocial	Professional Services
Info Sys/ Data/Internet-Cybersecurity	-	18,429	16,141	17,950	Secure internet gateway, security certificates	Professional Services
Info Sys/ Computer Hdwe Maint	68,576	47,856	87,726	129,554	Hardware support contracts	Repairs And Maintenance
Info Sys/ Comp Hdwe Maint- Compliance	-	-	3,071	3,071	Hardware support contracts	Repairs And Maintenance
Info Sys/ Comp Hdwe Maint- Cybersecurity	-	675	675	700	Hardware support contracts	Repairs And Maintenance
Info Sys/ Computer Softwr Maint	310,340	349,511	443,314	383,346	Software subscriptions, licenses, support	Repairs And Maintenance
Is/ Computer Maint - Starlink	59,400	-	-	-	Startup costs for Starlink	Other Contracted Services
Info Sys/ Comp Softw Maint- Compliance	-	31,131	31,098	25,555	Software subscriptions, licenses, support	Repairs And Maintenance
Info Sys/Comp Softw Maint - Cybersec	-	47,885	51,078	67,732	Software subscriptions, licenses, support	Repairs And Maintenance
TOTAL	\$520,744	\$656,301	\$781,941	\$763,330		

Information Systems

Capital Projects Summary

Fund Project Type and Name	Total Project Cost	Bond Funding	Use of Fund Balance
Capital Projects Fund	\$ 805,038	\$ 805,038	\$ -
Equipment	608,538	608,538	-
Branch 2 AV replacement	1,200	1,200	-
Networking Infrastructure	152,400	152,400	-
New Networking Infrastructure	16,500	16,500	-
Server Infrastruture	324,688	324,688	-
Tower narrowband and UPS	27,350	27,350	-
New Security Cameras	86,400	86,400	-
Software	196,500	196,500	-
Ascent enhancements	46,500	46,500	-
Automation enhancements	75,000	75,000	-
Avatar enhancements	75,000	75,000	-
Shared Services Fund	\$ 100,000	\$ -	\$ 100,000
Equipment	100,000	-	100,000
Branch 3 AV upgrade	100,000	-	100,000
Total All Projects	\$ 905,038	\$ 805,038	\$ 100,000

Eau Claire County Capital Improvement Project Request

PROJECT NAME	<i>Infrastructure Replacements</i>		DEPARTMENT	<i>Information Systems</i>	
PROJECT LOCATION	<i>ECC</i>		MANAGER	<i>Greg Dachel</i>	
EXPECTED START DATE	<i>1/1/2023</i>	EXP. END DATE	<i>12/31/2023</i>	DEPT PRIORITY	<i>01</i>
MANDATORY/OPTIONAL	<i>1. Mandatory in year proposed</i>		SHARED PROJECT	<i>ECC only</i>	
REQUEST TYPE	<i>Replacement</i>	FUNCTIONAL CATEGORY		<i>General Government</i>	
ASSET BEING REPLACED	<i>Various</i>				
PROJECT DESCRIPTION	<i>Replacement of EOL infrastructure equipment</i>				
ANALYSIS OF NEED	<i>Equipment at EOL</i>				
ALTERNATIVES CONSIDERED	<i>None - operate at higher risk</i>				

Project Funding			
<i>Funding Source *</i>	<i>Amount</i>	<i>Fund</i>	<i>Description **</i>
Bonds	152,400	Fund 405: Capital Projects	<i>Networking Infrastructure</i>
Bonds	324,688	Fund 405: Capital Projects	<i>Server Infrastructure</i>
Bonds	27,350	Fund 405: Capital Projects	<i>Tower narrowband and UPS</i>
Bonds	1,200	Fund 405: Capital Projects	<i>Branch 2 AV replacement</i>

Total Funding	\$ 505,638
----------------------	-------------------

* Please list each funding source on a different line

**For grant/aid funding, provide the name of the grant and whether it is reimbursement or up-front funding

Project Cost			
<i>Expenditure Type</i>	<i>Amount</i>	<i>Fund</i>	<i>Description</i>
EQUIPMENT	152,400	Fund 405: Capital Projects	<i>Networking Infrastructure</i>
EQUIPMENT	324,688	Fund 405: Capital Projects	<i>Server Infrastructure</i>
EQUIPMENT	27,350	Fund 405: Capital Projects	<i>Tower narrowband and UPS</i>
EQUIPMENT	1,200	Fund 405: Capital Projects	<i>Branch 2 AV replacement</i>

Total Cost	\$ 505,638
-------------------	-------------------

Eau Claire County Capital Improvement Project Request

PROJECT NAME	<i>Infrastructure New</i>		DEPARTMENT	<i>Information Systems</i>	
PROJECT LOCATION	<i>ECC</i>		MANAGER	<i>Greg Dachel</i>	
EXPECTED START DATE	<i>1/1/2023</i>	EXP. END DATE	<i>12/31/2023</i>	DEPT PRIORITY	<i>01</i>
MANDATORY/OPTIONAL	<i>1. Mandatory in year proposed</i>		SHARED PROJECT	<i>ECC only</i>	
REQUEST TYPE	<i>New Facility or Service</i>		FUNCTIONAL CATEGORY	<i>General Government</i>	
PROJECT DESCRIPTION	<i>New equipment as part of new county buildings and new placements of cameras</i>				
ANALYSIS OF NEED	<i>Various network improvements. Redundant fiber to CVRA datacenter to reduce risk. Cameras are new placements to decrease risk.</i>				
ALTERNATIVES CONSIDERED	<i>Various</i>				

Project Funding			
<i>Funding Source *</i>	<i>Amount</i>	<i>Fund</i>	<i>Description **</i>
Bonds	16,500	Fund 405: Capital Projects	<i>New Networking Infrastructure</i>
Bonds	86,400	Fund 405: Capital Projects	<i>New Security Cameras</i>
Total Funding	\$ 102,900		

* Please list each funding source on a different line

**For grant/aid funding, provide the name of the grant and whether it is reimbursement or up-front funding

Project Cost			
<i>Expenditure Type</i>	<i>Amount</i>	<i>Fund</i>	<i>Description</i>
EQUIPMENT	16,500	Fund 405: Capital Projects	<i>New Networking Infrastructure</i>
EQUIPMENT	86,400	Fund 405: Capital Projects	<i>New Security Cameras</i>
Total Cost	\$ 102,900		

Eau Claire County Capital Improvement Project Request

PROJECT NAME	<i>Application Enhancements</i>		DEPARTMENT	<i>Information Systems</i>	
PROJECT LOCATION	<i>ECC</i>		MANAGER	<i>Greg Dachel</i>	
EXPECTED START DATE	<i>1/1/2023</i>	EXP. END DATE	<i>12/31/2023</i>	DEPT PRIORITY	<i>01</i>
MANDATORY/OPTIONAL	<i>1. Mandatory in year proposed</i>		SHARED PROJECT	<i>ECC only</i>	
REQUEST TYPE	<i>New Facility or Service</i>	FUNCTIONAL CATEGORY		<i>General Government</i>	
PROJECT DESCRIPTION	<i>Various Application Enhancements - Avatar, Ascent, and other software enhancements</i>				
ANALYSIS OF NEED	<i>Productivity Improvements</i>				
ALTERNATIVES CONSIDERED	<i>Various</i>				

Project Funding

<i>Funding Source *</i>	<i>Amount</i>	<i>Fund</i>	<i>Description **</i>
Bonds	75,000	Fund 405: Capital Projects	<i>Avatar enhancements</i>
Bonds	46,500	Fund 405: Capital Projects	<i>Ascent enhancements</i>
Bonds	75,000	Fund 405: Capital Projects	<i>Automation enhancements</i>

Total Funding	\$ 196,500
----------------------	-------------------

* Please list each funding source on a different line

**For grant/aid funding, provide the name of the grant and whether it is reimbursement or up-front funding

Project Cost

<i>Expenditure Type</i>	<i>Amount</i>	<i>Fund</i>	<i>Description</i>
SOFTWARE	75,000	Fund 405: Capital Projects	<i>Avatar enhancements</i>
SOFTWARE	46,500	Fund 405: Capital Projects	<i>Ascent enhancements</i>
SOFTWARE	75,000	Fund 405: Capital Projects	<i>Automation enhancements</i>

Total Cost	\$ 196,500
-------------------	-------------------

Eau Claire County Capital Improvement Project Request

PROJECT NAME	<i>Branch 3 AV upgrade</i>		DEPARTMENT	<i>Information Systems</i>	
PROJECT LOCATION	<i>Courthouse - Courts Branch 3</i>		MANAGER	<i>Greg Dachel</i>	
EXPECTED START DATE	<i>1/1/2023</i>	EXP. END DATE	<i>12/31/2023</i>	DEPT PRIORITY	<i>01</i>
MANDATORY/OPTIONAL	<i>1. Mandatory in year proposed</i>		SHARED PROJECT	<i>ECC only</i>	
REQUEST TYPE	<i>Replacement</i>	FUNCTIONAL CATEGORY		<i>General Government</i>	
ASSET BEING REPLACED	<i>Various</i>				
PROJECT DESCRIPTION	<i>Replacement and upgrade of AV equipment and infrastructure</i>				
ANALYSIS OF NEED	<i>Equipment at EOL</i>				
ALTERNATIVES CONSIDERED	<i>None - operate at higher risk</i>				

Project Funding

<i>Funding Source *</i>	<i>Amount</i>	<i>Fund</i>	<i>Description **</i>
Fund Balance	100,000	Fund 705: Shared Services	<i>Branch 3 AV upgrade</i>

Total Funding	\$ 100,000
----------------------	-------------------

* Please list each funding source on a different line

**For grant/aid funding, provide the name of the grant and whether it is reimbursement or up-front funding

Project Cost

<i>Expenditure Type</i>	<i>Amount</i>	<i>Fund</i>	<i>Description</i>
EQUIPMENT	68,000	Fund 705: Shared Services	<i>Branch 3 AV upgrade</i>
EQUIPMENT	32,000	Fund 705: Shared Services	<i>Branch 3 AV upgrade</i>

Total Cost	\$ 100,000
-------------------	-------------------

Veterans Services

DEPARTMENT MISSION

Mission: To advocate with purpose and passion for Eau Claire County Veterans and link them to superior services, benefits, and support.

Vision: Veteran Services is the premier point of entry for Eau Claire County Veterans to access earned services, benefits, and support.

DEPARTMENT BUDGET HIGHLIGHTS

93% (\$328,911) of budget is for staff pay and benefits. The remaining 7% (\$25,852) is what we can affect as stewards of government funds. The three largest areas are Veteran Graves/Flags - \$12,000, Veteran Travel/Training - \$3,000, and Veterans Direct Relief - \$3,000

STRATEGIC DIRECTION AND PRIORITY ISSUES

1. Collaborate with local, and state agencies; leaders; other partners; and customers to enhance services and protections for Veterans and their families.
 - Lead and facilitate two collaboration meetings/summits with partner agencies and leaders. Our office can play a leading role in bringing Veterans' service providers together to improve and expand support and outreach to all Veterans.
 - Monthly presentations with community groups to improve strategic engagement with community leaders and stakeholders regarding Veteran issues.
 - Weekly customer feedback surveys to ensure Veterans and their families are satisfied with the care and services they receive.
2. Bolster outreach and service delivery to rural and underserved Veteran populations in ECC.
 - Improve service delivery to underserved rural communities with offsite locations to provide benefit education and enrollment services. We will go to the customers a minimum of 4 times in 2022! Directly connecting Veterans to resources is more important than providing information via a website.
 - Continue to post weekly on Facebook current information that is relevant and informative to Veterans. Expand our social media messaging to Instagram. 120 million Americans and 32% of 18–35-year-olds use Instagram daily.
3. Invest in our workforce and enhance operational effectiveness to maximize service to our Veterans.
 - 100% Service Officer attendance at national convention (San Antonio) to attain initial certification and continuing education requirements for maintaining certification.
 - Attend the conference on mental health and suicide prevention hosted by WDVA in April 2022.
4. Eau Claire County recognizes Veterans for their strengths and as valued members of our community, and regularly celebrates and honors them.
 - Maintain a seat on Chippewa Valley Veterans Foundation in order to build a proper tribute in Eau Claire County as a place for reflection, and a place where history is preserved for younger generations.

Veterans Services

TRENDS AND ISSUES ON THE HORIZON

- Recruiting and maintaining an active roster of certified volunteers to drive the VA van to the Minneapolis VA hospital on a weekly basis remains an area of continual need.

POSITION CHANGES IN 2023

- No position changes.

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- None foreseen.

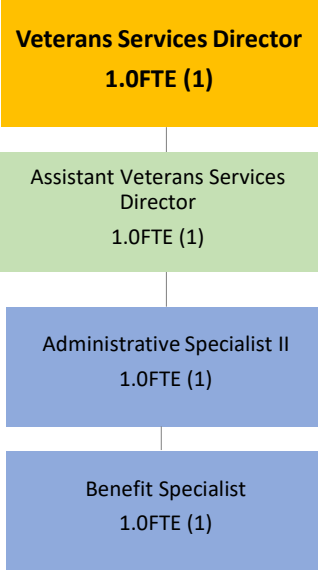
OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- None planned.

KEY ASSUMPTIONS AND POTENTIAL RISKS

Low risk – Veteran Services is a small department (4 employees) that has achieved great success in providing support to the Veteran community in Eau Claire County.

Veteran Services



Year	2022
FTE	4.0

Federal, State, and County Veteran Benefit Programs

Provide professional guidance and assistance in obtaining federal, state, and county veteran benefits. Advise veterans with physical and mental health concerns on available resources and services. Ensure veterans, dependents, and survivors are treated fairly and equitably.

OUTPUTS	Source	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Veterans living in Eau Claire County (per 2019 Forward Analytics Report)	Green Book	8.12% of ECC	8.12% of ECC	8.12% of ECC	8.12% of ECC
Number of office appointments with Veterans and dependents	VetraSpec	1,573	628	764	581
Number of Veterans transported to VA medical centers	Tracker	333	56	86	44
Phone/emails/communication with Veterans, dependents, agencies	VetraSpec	9,387	6,410	5,134	2,623
Hours of certification training attended by staff	Tracker	180	80	96	144
Grants awarded to Veterans (gas cards, food cards, rents, etc...)	Tracker	88	49	51	25
Fed VA \$ coming into ECC: Compensation for Disabilities/Pension	VA	\$22.2 Mill	\$22.2 Mill	\$22.2 Mill	working
Federal VA \$ coming into ECC: Educational Benefits	VA	\$2.5 Mill	\$2.5 Mill	\$2.5 Mill	working
Federal VA \$ coming into ECC: Medical Benefits	VA	\$15 Mill	\$15 Mill	\$15 Mill	working
<i>*YTD indicates Jan-Jun Results</i>					
OUTCOMES	Benchmark	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Provide professional, compassionate and timely service. Goal is to address questions and provide an understanding of issues at end of meeting. (End of meeting Survey initiated to capture this metric).	85%	Unk	Unk	90%	working
As mandated by VA, 100% of visitors requesting confidential information or paperwork will present proper identification and/or consent forms before having their requests fulfilled.	100%	100%	100%	100%	100%
Veteran Services will meet with the Eau Claire County Veteran's Service Commission no less than once quarterly to review expenditures to veterans in crisis and efforts to assist other veterans in need.	4	4	1	2	2
The Veteran Services Director and Assistant Veteran Services Director will maintain VA accreditation through accepted veteran service organizations in order to legally represent veteran's claims to the VA.	100%	100%	100%	100%	100%
<i>*YTD indicates Jan - Aug results</i>					

Outreach, Public Education, and Advocacy (Expand Awareness)

Provide public outreach and education to raise awareness about federal, state and county veteran's benefits and services. Acts as official liaison between mandated county, state, and federal programs and providers. Advocate for veterans, dependents, and survivors. GOAL - Expand Awareness of Vets Programs.

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
Submit an informative article for publication via newsletter (Senior Center, ADRC)	6	unk	12	4	2
Presentation to a veterans or community group at least quarterly	4	12	4	4	6
Expand social media presence and increase the number of followers each quarter until a sustainable level is determined.	400	450	525	594	612
Annually all veteran headstones in ECC receive flag marker.	95%	100%	100%	100%	100%

**YTD indicates Jan - Aug results*

Veterans Services

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	\$241,800	\$253,734	\$253,734	\$337,489	33%
04-Intergovernment Grants and Aid	\$13,000	\$13,000	\$14,300	\$14,300	10%
09-Other Revenue	\$535	\$3,000	\$3,000	\$3,000	0%
11-Fund Balance Applied	-	\$100,000	-	-	-100%
Total Revenues:	\$255,335	\$369,734	\$271,034	\$354,789	-4%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$180,492	\$251,421	\$251,421	\$247,624	-2%
02-OT Wages	\$44	-	\$120	\$150	
03-Payroll Benefits	\$45,027	\$82,174	\$82,174	\$67,183	-18%
04-Contractual Services	\$11,024	\$10,760	\$10,760	\$14,000	30%
05-Supplies & Expenses	\$4,597	\$7,900	\$7,841	\$6,450	-18%
09-Equipment	\$2,885	\$1,479	\$1,708	\$2,082	41%
10-Grants, Contributions, Other	\$7,480	\$16,000	\$15,771	\$17,300	8%
Total Expenditures:	\$251,548	\$369,734	\$369,795	\$354,789	-4%

Net Surplus/(Deficit)- Veterans Services	\$3,787	\$0	(\$98,761)	\$0	
---	----------------	------------	-------------------	------------	--

Veterans Services

Budget Analysis

	2022 Adjusted Budget	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	\$253,734	\$83,755	\$337,489
04-Intergovernment Grants and Aid	\$13,000	\$1,300	\$14,300
09-Other Revenue	\$3,000	-	\$3,000
11-Fund Balance Applied	\$100,000	(\$100,000)	-
Total Revenues	\$369,734	(\$14,945)	\$354,789

01-Regular Wages	\$251,421	(\$3,797)	\$247,624
02-OT Wages	-	\$150	\$150
03-Payroll Benefits	\$82,174	(\$14,991)	\$67,183
04-Contractual Services	\$10,760	\$3,240	\$14,000
05-Supplies & Expenses	\$7,900	(\$1,450)	\$6,450
09-Equipment	\$1,479	\$603	\$2,082
10-Grants, Contributions, Other	\$16,000	\$1,300	\$17,300
Total Expenditures	\$369,734	(\$14,945)	\$354,789

Veterans Services

Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
County Tax Levy	241,800	253,734	253,734	337,489	Levy request	100%
State Aid - Vets	13,000	13,000	14,300	14,300	Vet Service Grant from WDVA	100%
Vets/ General Donations	535	3,000	3,000	3,000	Historical donations from local business	75%
Fund Balance Applied	-	100,000	-	-	Funds for additional service officer	100%
TOTAL	\$255,335	\$369,734	\$271,034	\$354,789		

Veterans Services Grant Funding

	2021	2022	2022	2023	
Revenue Source	Actual	Budget	Estimate	Request	Grant Details
State Aid - Vets	13,000	13,000	14,300	14,300	Improvement of service to former military personnel of the county
TOTAL	\$13,000	\$13,000	\$14,300	\$14,300	

Veterans Services

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	-	-	-	-
Utility Services	960	960	960	1,000
Repairs And Maintenance	-	-	-	-
Other Contracted Services	10,064	9,800	9,800	13,000
Total	\$11,024	\$10,760	\$10,760	\$14,000

Veterans Services

Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Vets/ Transportation Fees Contracted	1,814	800	800	1,000	Transportation service ABBY Vans	Other Contracted Services
Vets/ Telephone	960	960	960	1,000	Telephone	Utility Services
Vets/ Veterans Graves	8,250	9,000	9,000	12,000	10,080 Flags for Veteran graves and 26 bronze medallions	Other Contracted Services
TOTAL	\$11,024	\$10,760	\$10,760	\$14,000		

Risk Management

DEPARTMENT MISSION

Provide effective safety training and services to all departments and encourage employees to work safely and properly. Investigate and pay the Worker's Comp claims we owe and deny those we do not. In addition, work closely with WMMIC to review treatment, costs and manage return to work efforts. Ensure insurance coverage limits are appropriate and in place to protect the county from loss if a catastrophic event were to occur.

DEPARTMENT BUDGET HIGHLIGHTS

Worker's Comp costs continue to be well managed and contained which helps the budget. Increases in other insurance costs continue and this will significantly affect all budgets as their allocations increase. Cyber insurance is estimated to be a 100% increase in cost.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Working closely with departments to provide training and engagement to reduce the frequency of and severity of injuries and improve work processes where possible.
- Reviewing of work processes/practices and in-field observations help ensure we are doing the tasks safely and correctly.
- By working with all departments in the county, employees have a resource for safety, environmental and risk management concerns.

TRENDS AND ISSUES ON THE HORIZON

- Cybersecurity risks and ransomware attacks have dramatically driven up the cost of insurance.
- Liability risks have increased for municipalities due to law enforcement brutality and deaths.

POSITION CHANGES IN 2023

- None planned.

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- None planned.

OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

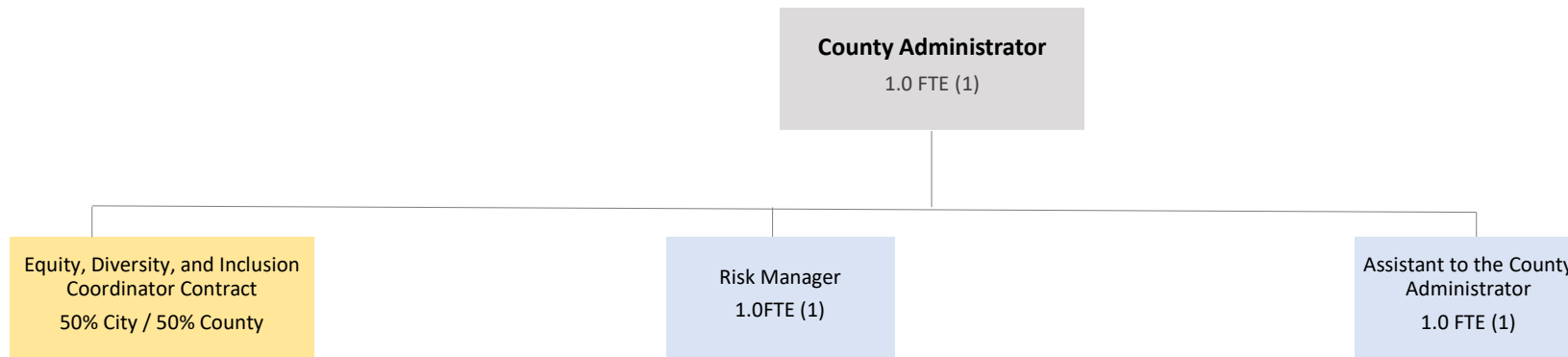
- Continue to arrange and/or provide task specific safety training for high-risk departments (highway, parks and forest, airport, DHS).

Risk Management

KEY ASSUMPTIONS AND POTENTIAL RISKS

- Getting injured workers back to work as quickly as possible so they do not lose their motivation to return to work.
- With highway work that takes place on State roads and the bypass, it is critical that proper safety techniques are used in the work zones to prevent serious injuries or fatalities.
- Securing data to ensure a hack does not occur and expose the County to significant exposure and risk.

Administration



Year	2022
FTE	3.0

Risk Management and Insurance

Manages insurance in accordance to risk tolerance. Activities include managing self-insurance and large deductible programs; minimize the number claims and cost of claims once submitted (losses), workers compensation, and safety.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of contracts reviewed for appro. Language	1	1	1	0
Number of staff trained by Risk Management for safety programs	398	250	312	230
Number of vehicle accidents, property and liability claims processed	28	3	7	3
Number of Workers Compensation claims	88	46	52	29

**YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
Mod rate for workers comp . maintain a mod rate of less than 1.00.	<1.00	0.88	0.88	0.88	0.88
Provide adequate funding of self-insurance of workers comp and liability programs. Measured at 80% to 85% reliability level as determined by actuary review	80%	New Metrics		80%	80%
In depth system review of 4 programs per year.	4			4	3

**YTD indicates Jan-Jun Results*

Risk Management

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	-	-	-	-	
05-Intergovernmental Charges for Services	\$1,104,789	\$1,415,029	\$1,415,029	\$1,353,453	-4%
09-Other Revenue	\$34,244	\$36,407	\$36,407	\$39,907	10%
11-Fund Balance Applied	-	\$217,811	-	\$54,630	-75%
Total Revenues:	\$1,139,033	\$1,669,247	\$1,451,436	\$1,447,990	-13%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$88,783	\$112,662	\$104,662	\$113,054	0%
02-OT Wages	-	-	-	-	
03-Payroll Benefits	\$28,843	\$50,453	\$50,455	\$52,978	5%
04-Contractual Services	\$33,457	\$37,750	\$37,750	\$39,600	5%
05-Supplies & Expenses	\$4,024	\$8,460	\$8,460	\$8,505	1%
07-Fixed Charges	\$669,154	\$723,420	\$732,583	\$848,253	17%
09-Equipment	-	\$1,502	\$600	\$600	-60%
10-Grants, Contributions, Other	\$130,943	\$735,000	\$535,000	\$385,000	-48%
Total Expenditures:	\$955,204	\$1,669,247	\$1,469,510	\$1,447,990	-13%

Net Surplus/(Deficit)- Risk Management	\$183,829	\$0	(\$18,074)	\$0	
---	-----------	-----	------------	-----	--

Risk Management

Overview of Revenues and Expenditures by Program Area

Worker's Compensation

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	-	-	-	-	
05-Intergovernmental Charges for Services	\$555,783	\$680,291	\$680,291	\$408,500	-40%
09-Other Revenue	\$2	\$7	\$7	\$7	0%
11-Fund Balance Applied	-	\$91,091	-	\$33,843	-63%
Total Revenues:	\$555,785	\$771,389	\$680,298	\$442,350	-43%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$10,365	\$32,000	\$24,000	\$30,000	-6%
02-OT Wages	-	-	-	-	
03-Payroll Benefits	\$5,407	\$12,335	\$12,335	\$12,100	-2%
04-Contractual Services	\$29,463	\$33,500	\$33,500	\$35,000	4%
05-Supplies & Expenses	\$1,138	\$3,110	\$3,110	\$3,150	1%
07-Fixed Charges	\$41,488	\$40,344	\$57,000	\$62,000	54%
09-Equipment	-	\$100	\$100	\$100	0%
10-Grants, Contributions, Other	\$116,292	\$650,000	\$450,000	\$300,000	-54%
Total Expenditures:	\$204,153	\$771,389	\$580,045	\$442,350	-43%

Net Surplus/(Deficit)- Worker's Compensation	\$351,632	\$0	\$100,253	\$0	
---	------------------	------------	------------------	------------	--

Risk Management

Overview of Revenues and Expenditures by Program Area

Liability

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	-	-	-	-	
05-Intergovernmental Charges for Services	\$549,006	\$734,738	\$734,738	\$944,953	29%
09-Other Revenue	\$11,648	\$13,900	\$13,900	\$17,400	25%
11-Fund Balance Applied	-	\$19,138	-	(\$91,400)	-578%
Total Revenues:	\$560,654	\$767,776	\$748,638	\$870,953	13%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	-	-	-	-	
02-OT Wages	-	-	-	-	
03-Payroll Benefits	-	-	-	-	
04-Contractual Services	\$1,239	-	-	-	
07-Fixed Charges	\$627,666	\$682,776	\$675,283	\$785,953	15%
10-Grants, Contributions, Other	\$14,651	\$85,000	\$85,000	\$85,000	0%
Total Expenditures:	\$643,557	\$767,776	\$760,283	\$870,953	13%

Net Surplus/(Deficit)- Liability	(\$82,903)	\$0	(\$11,645)	\$0	
---	-------------------	------------	-------------------	------------	--

Risk Management

Overview of Revenues and Expenditures by Program Area

Risk Management

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	-	-	-	-	
09-Other Revenue	\$22,594	\$22,500	\$22,500	\$22,500	0%
11-Fund Balance Applied	-	\$107,582	-	\$112,187	4%
Total Revenues:	\$22,594	\$130,082	\$22,500	\$134,687	4%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$78,419	\$80,662	\$80,662	\$83,054	3%
02-OT Wages	-	-	-	-	
03-Payroll Benefits	\$23,436	\$38,118	\$38,120	\$40,878	7%
04-Contractual Services	\$2,754	\$4,250	\$4,250	\$4,600	8%
05-Supplies & Expenses	\$2,886	\$5,350	\$5,350	\$5,355	0%
07-Fixed Charges	-	\$300	\$300	\$300	0%
09-Equipment	-	\$1,402	\$500	\$500	-64%
Total Expenditures:	\$107,495	\$130,082	\$129,182	\$134,687	4%

Net Surplus/(Deficit)- Risk Management	(\$84,901)	\$0	(\$106,682)	\$0	
---	------------	-----	-------------	-----	--

Risk Management Program Summary

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
Worker's Compensation	\$555,785	\$771,389	\$680,298	\$442,350	-43%
Liability	\$560,654	\$767,776	\$748,638	\$870,953	13%
Risk Management	\$22,594	\$130,082	\$22,500	\$134,687	4%
Total Revenues:	\$1,139,033	\$1,669,247	\$1,451,436	\$1,447,990	-13%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
Worker's Compensation	\$204,153	\$771,389	\$580,045	\$442,350	-43%
Liability	\$643,557	\$767,776	\$760,283	\$870,953	13%
Risk Management	\$107,495	\$130,082	\$129,182	\$134,687	4%
Total Expenditures:	\$955,204	\$1,669,247	\$1,469,510	\$1,447,990	-13%

Net	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
Worker's Compensation	\$351,632	-	\$100,253	-	
Liability	(\$82,903)	-	(\$11,645)	-	
Risk Management	(\$84,901)	-	(\$106,682)	-	
Total Net	\$183,829	\$0	(\$18,074)	\$0	

Risk Management

Budget Analysis

	2022 Adjusted Budget	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	-	-	-
05-Intergovernmental Charges for Services	\$1,415,029	(\$61,576)	\$1,353,453
09-Other Revenue	\$36,407	\$3,500	\$39,907
11-Fund Balance Applied	\$217,811	(\$163,181)	\$54,630
Total Revenues	\$1,669,247	(\$221,257)	\$1,447,990

01-Regular Wages	\$112,662	\$392	\$113,054
02-OT Wages	-	-	-
03-Payroll Benefits	\$50,453	\$2,525	\$52,978
04-Contractual Services	\$37,750	\$1,850	\$39,600
05-Supplies & Expenses	\$8,460	\$45	\$8,505
07-Fixed Charges	\$723,420	\$124,833	\$848,253
09-Equipment	\$1,502	(\$902)	\$600
10-Grants, Contributions, Other	\$735,000	(\$350,000)	\$385,000
Total Expenditures	\$1,669,247	(\$221,257)	\$1,447,990

Risk Management Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
Workers Comp Dept Chgs	555,783	680,291	680,291	408,500	charges to departments	100%
Dept Insurance Charges	549,006	734,738	734,738	944,953	charges to departments	100%
Interest On Work Comp Escrow Funds	2	7	7	7	0	50%
Interest On Liability Escrow Funds	3,882	5,900	5,900	5,900	0	50%
Premium Dividend	7,766	8,000	8,000	11,500	0	90%
Capital Dividends	22,594	22,500	22,500	22,500	0	90%
Fund Balance Applied	-	107,582	-	112,187	0	0%
Workers Comp/Fund Balance Applied	-	91,091	-	33,843	0	0%
Liability/Fund Balance Applied	-	19,138	-	(91,400)	0	0%
TOTAL	\$1,139,033	\$1,669,247	\$1,451,436	\$1,447,990		

Risk Management

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	30,703	33,500	33,500	35,000
Utility Services	-	500	500	500
Other Contracted Services	2,754	3,750	3,750	4,100
Total	\$33,457	\$37,750	\$37,750	\$39,600

Risk Management

Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Workers Comp/ Contr Svcs	5,000	4,000	4,000	5,000	Legal fees	Professional Services
Workers Comp/ Attorney Fees	15,340	10,000	10,000	10,000	Legal fees	Professional Services
Workers Comp/ Audit Svcs	6,796	10,000	10,000	10,000	Worker's Comp audit fees	Professional Services
Workers Comp/ Other Prof Svcs	-	4,500	4,500	5,000	IME or specialist fees	Professional Services
Wc Self Ins/ Investigations	2,328	5,000	5,000	5,000	Legal fees	Professional Services
Risk Mgmt/ Contr Svcs	2,754	3,750	3,750	4,100	MSDS online software subscription	Other Contracted Services
Risk Mgmt/ Telephone	-	500	500	500	Office phone fee	Utility Services
Ins Fund/ Other Professional Fees	1,239	-	-	-	Certification fee	Professional Services
TOTAL	\$33,457	\$37,750	\$37,750	\$39,600		

Corporation Counsel

DEPARTMENT MISSION

To protect the public health, safety, and general welfare of Eau Claire County residents by providing quality legal services in an efficient and timely manner to the County, its boards, commissions, committees, departments, and employees.

DEPARTMENT BUDGET HIGHLIGHTS

There was a transition to a newly appointed Corporation Counsel during the first quarter of 2022. Two Assistant Corporation Counsel positions were filled - one to replace an internal vacancy created by an Assistant Corporation Counsel transitioning into the Corporation Counsel role, and one filling a new Assistant Corporation Counsel position added this year and assigned to work with the juvenile case load. This additional position will assist the Corporation Counsel's Office to reduce the amount of time children in out-of-home care need to wait to achieve permanency, and will assist with the increased workload resulting from the addition of Branch 6. A Legal Specialist II was also hired to replace a vacancy.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Provide cross training to employees in all areas of responsibilities to maintain and increase efficiency and improve effective case processing.
- Consistently process juvenile cases through the court process to achieve permanency for children in out of home care in a timely manner.
- Increase the use of electronic resources to move toward a consistent use of electronic files.

TRENDS AND ISSUES ON THE HORIZON

- Steady and continued increase in workload due to increase in number of judicial branches and population in Eau Claire County.
- Due to societal needs and issues, there has been and continues to be an increase in mental health and substance abuse issues, drug related cases related to supervision and care of juveniles, need for guardianships and protective placements due to an increased need for services to the aging population, and child support establishment and enforcement to assist families with dependent children.
- Continuous community growth requiring additional legal services and guidance to other County departments, such as the Planning and Development Department, Highway Department, and Chippewa Valley Regional Airport.

POSITION CHANGES IN 2023

- Reclassification of one (1) legal specialist is in process to more accurately reflect the position's job responsibilities and skill-set necessary to accomplish position priorities and long-term strategies.
- The salary impact of the reclassification of one (1) legal specialist and the placement on salary structure are yet to be determined as the review is not yet completed. Once the determination is made, the Corporation Counsel's proposed budget will be modified to reflect the salary structure recommendation.
- No other position changes are anticipated at this time.

Corporation Counsel

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- none

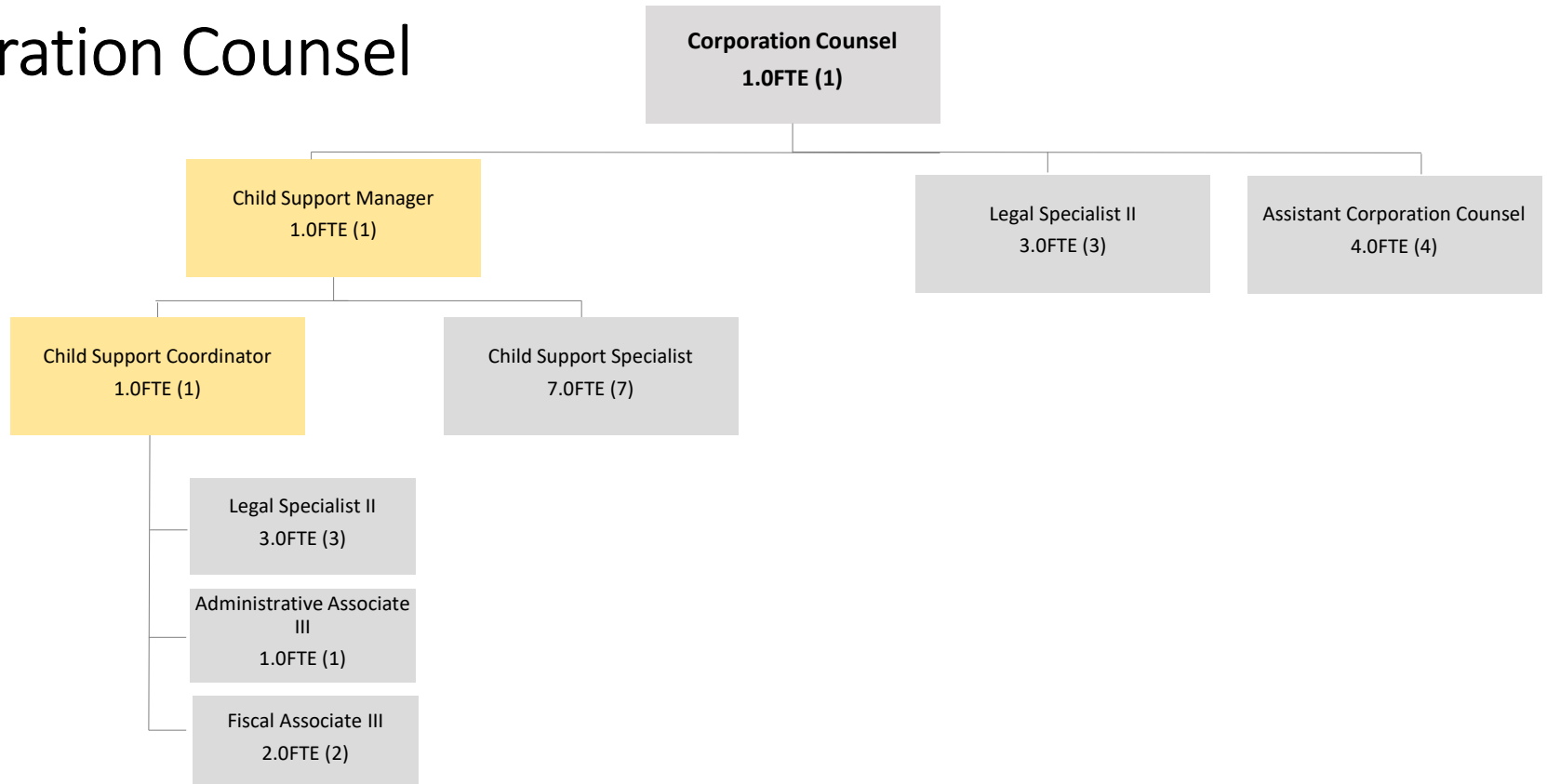
OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- An increase in electronic resources will allow our office to move toward use of electronic files.

KEY ASSUMPTIONS AND POTENTIAL RISKS

- The case load of the Corporation Counsel Office is unpredictable and fluctuates throughout the year. The Corporation Counsel Office handles referrals from all County Departments, in addition to the primary practice areas. While there is a constant flow of referrals, it is impossible to predict the case volume throughout the year.
- There will be additional scheduling and attorney time necessary for additional court hearings associated with the creation of Branch 6.

Corporation Counsel



Year	2022
FTE	23.0

General Legal Services

Provide contract review and drafting, legal advice to departments and county board and training to county employees. Protect county interests and reduce liability risk.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of Child Abuse Restraining Orders opened	32	25	24	6
Number of claims reviewed	45	13	13	11
Number of contracts reviewed	73	39	48	33
Number of contacts (All) Maintained	255	257	258	261
Number of county ordinance violations pretrials held	28	13	46	14
Number of foreclosure cases reviewed	3	6	3	7
Number of ordinances and resolutions drafted	36	50	55	37
Number or ordinances and resolutions reviewed and/or revised	115	140	111	55
Number of Minor guardianship cases opened	17	21	22	8

**YTD indicates Jan-June Results*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
97% of contracts will be reviewed within 7 days of receipt.	97%	100%	85%	100%	97%
97% of resolutions and ordinances referred for drafting will be returned for review or additional information within 7 days.	97%	100%	96%	100%	100%
100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in local attorney rate survey.	100%	100%	100%	100%	100%
95% of claims filed against the county will be processed within 2 days of receipt of the claim by Corporation Counsel, excluding weekends and holidays.	95%	100%	100%	100%	100%

**YTD indicates Jan-Jun Results*

CHIPS, JIPS, TPR's and DHS Legal Services

Provide legal counsel and representation to the Department of Human Services (DHS) by processing children in need of protection and services (CHIPS) cases, juveniles in need of protection and services (JIPS) cases, and termination of parental rights (TPR'S) cases. Protect children and allow them to thrive. Maintain families when possible.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of CHIPS cases opened	128	120	119	56
Number of CHIPS cases involving Meth	67	79	65	24
Number of JIPS cases opened	146	100	114	62
Number of TPR cases opened **	18	2/17NA	6/18NA	3/5NA

**YTD indicates Jan-June Results*

*** 1st number Opened Corp. Counsel Atty/2nd number opened contracted ECC attorney's*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
100% of CHIPS and JIPS referrals will be responded to within 20 days of Corporation Counsel's receipt.	100%	100%	100%	100%	100%
100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in local attorney rate survey.	100%	100%	100%	100%	100%

**YTD indicates Jan-Jun Results*

Chapters 51, 54, and 55 and Annual Reviews

Provide legal counsel and representation to the Department of Human Services (DHS) by drafting and review of legal documents, court representation in matters prosecuting Chapter 51 mental commitments, Chapters 54 and 55 temporary guardianships, guardianships and protective placements and annual protective placement reviews. Protect individuals with mental illness and the residents of the county. Protect vulnerable adults from abuse / neglect.

OUTPUTS	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of Chapter 51 cases opened	360	382	331	201
Number of Chapter 51 (New) cases committed	63	41	40	11
Number of Chapter 51 recommitment cases continued	51	35	31	30
Continued signed stipulation	41	22	26	21
Continued via court appearances	10	13	5	9
Number of Chapters 54 and 55 cases opened	52	51	77	30
Number of Chapter 54 Temporary Guardianship cases opened	29	26	43	19
Number of Protective Placement Annual reviews scheduled	305	318	281	162
Total fees collected from 54, 55 and Annual Reviews	\$31,480	\$24,775	\$30,600	\$12,600

**YTD indicates Jan-Jun Results*

OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
100% of Chapter 51 emergency detentions and recommitments, and Chapter 54 annual protective placement reviews will be processed and completed within the statutory time requirements.	100%	100%	100%	100%	100%
100% of Chapter 54 guardianship and protective placement petitions will be completed within the statutory time requirement.	100%	100%	100%	100%	100%
100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in annual local attorney rate survey.	100%	100%	100%	100%	100%

**YTD indicates Jan-June Results*

Building, Zoning, and Health Code Enforcement

Provide legal counsel and representation to the Planning and Development Department and the City-County Health Department. Ensure the public health, safety and general welfare of Eau Claire County residents.

OUTPUTS		2019	2020	2021	YTD* 2022
Number of Building, Zoning and Health Code cases opened during year		1	3	4	No longer tracking
Number of Building, Zoning and Health Code cases resolved during year		0	2	1	No longer tracking
<i>*YTD indicates Jan-June Results</i>					
OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
100% of zoning matters referred will be reviewed on a monthly basis with zoning staff until resolved.	100%	100%	100%	100%	No longer tracking
100% of in-house legal services will be provided at a rate less expensive than local private attorney rates as illustrated in local attorney rate survey.	100%	100%	100%	100%	No longer tracking
<i>*YTD indicates Jan-June Results</i>					

Collections

Provide legal counsel and representation to any department of the county requiring assistance in pursuing collection and reimbursement.

OUTPUTS		2019	2020	2021	YTD* 2022
Number of collections cases referred and files opened		0	0	0	0
Number of tax intercepts filed		16	16	0	0
Amount of payments received from tax intercept		\$6,242	\$7,220	\$5,124	\$5,492
Amount of payments received, excluding tax intercepts		\$1,069	\$165	\$195	\$75
Total amount collected:		\$7,311 +48,370	\$7385	\$5,319	\$5,567
<i>*YTD indicates Jan-June Results</i> <i>+ Bottom figure includes collections for P&F on past due lumber accts</i>					
OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
95% of tax intercept cases that qualify will be referred to the Department of Revenue ("DOR") within 7 days.	95%	100%	NA	NA	NA
The cost of collections will be less than the amount of money collected.	Yes	Yes	Yes	Yes	Yes
<i>*YTD indicates Jan-June Results</i>					

Corporation Counsel

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	\$607,044	\$755,519	\$755,519	\$766,996	2%
05-Intergovernmental Charges for Services	\$4,401	\$2,200	\$1,500	\$2,000	-9%
06-Public Charges for Services	\$35,919	\$32,250	\$30,495	\$32,675	1%
Total Revenues:	\$647,364	\$789,969	\$787,514	\$801,671	1%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$472,986	\$593,597	\$593,597	\$611,147	3%
02-OT Wages	-	\$200	\$200	\$200	0%
03-Payroll Benefits	\$137,156	\$177,481	\$177,481	\$168,934	-5%
04-Contractual Services	\$1,920	\$2,240	\$2,240	\$2,240	0%
05-Supplies & Expenses	\$5,197	\$11,250	\$11,100	\$13,150	17%
09-Equipment	\$3,325	\$5,201	\$5,201	\$6,000	15%
Total Expenditures:	\$620,584	\$789,969	\$789,819	\$801,671	1%

Net Surplus/(Deficit)- Corporation Counsel	\$26,780	\$0	(\$2,305)	\$0	
---	-----------------	------------	------------------	------------	--

Corporation Counsel

Budget Analysis

	2022 Adjusted Budget	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	\$755,519	\$11,477	\$766,996
05-Intergovernmental Charges for Services	\$2,200	(\$200)	\$2,000
06-Public Charges for Services	\$32,250	\$425	\$32,675
Total Revenues	\$789,969	\$11,702	\$801,671

01-Regular Wages	\$593,597	\$17,550	\$611,147
02-OT Wages	\$200	-	\$200
03-Payroll Benefits	\$177,481	(\$8,547)	\$168,934
04-Contractual Services	\$2,240	-	\$2,240
05-Supplies & Expenses	\$11,250	\$1,900	\$13,150
09-Equipment	\$5,201	\$799	\$6,000
Total Expenditures	\$789,969	\$11,702	\$801,671

Corporation Counsel

Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
County Tax Levy	607,044	755,519	755,519	766,996	Levy request	0%
Corp Counsel Fees	175	250	175	175	bad debt collection will decrease over time	90%
Bad Debt Collections	5,144	8,500	5,320	5,500	bad debt collection will decrease over time	90%
Gn / Pp Service Fees	30,600	23,500	25,000	27,000	dependent on GN/PP Filings	90%
Airport Chargeback	4,401	2,200	1,500	2,000	varies on airport need	50%
TOTAL	\$647,364	\$789,969	\$787,514	\$801,671		

Corporation Counsel

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	-	-	-	-
Utility Services	1,920	2,240	2,240	2,240
Repairs And Maintenance	-	-	-	-
Other Contracted Services	-	-	-	-
Total	\$1,920	\$2,240	\$2,240	\$2,240

Corporation Counsel
Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Corp Coun/ Telephone	1,920	2,240	2,240	2,240	Telephone	Utility Services
TOTAL	\$1,920	\$2,240	\$2,240	\$2,240		

Administration

DEPARTMENT MISSION

The County Administrator's office provides executive management and oversight to all operations of Eau Claire County government. The County Administrator is the county's chief administrative officer, develops and executes the annual budget and ensures that policies and procedures adopted by the county board are carried out.

DEPARTMENT BUDGET HIGHLIGHTS

- Equity, Diversity and Inclusion Coordinator is being moved to Human Resources and will be a Culture and Relations Coordinator, continuing our work on equity, diversity and inclusion and aligning it with employee engagement.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Distribution, monitoring, and reporting of ARPA funding.
- Working with a county task force on use of Opioid allocation and planning.
- Task force on data and data analytics. This will lead into concentrated work on performance metrics.
- The Chippewa – St. Croix Rail Commission is actively participating in passenger rail routes.

TRENDS AND ISSUES ON THE HORIZON

- Continued work with Finance to enhance reporting tools.
- Local government partners are continuing to look for ways to cooperatively address community issues – example: housing.
- The County continues to navigate the post-pandemic economy and environment. Work force is a key component in having a strong economic base.

POSITION CHANGES IN 2023

- No position changes in 2023 budget

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- EDI Coordinator position moving to Human Resources decreasing contracted services by \$58,000

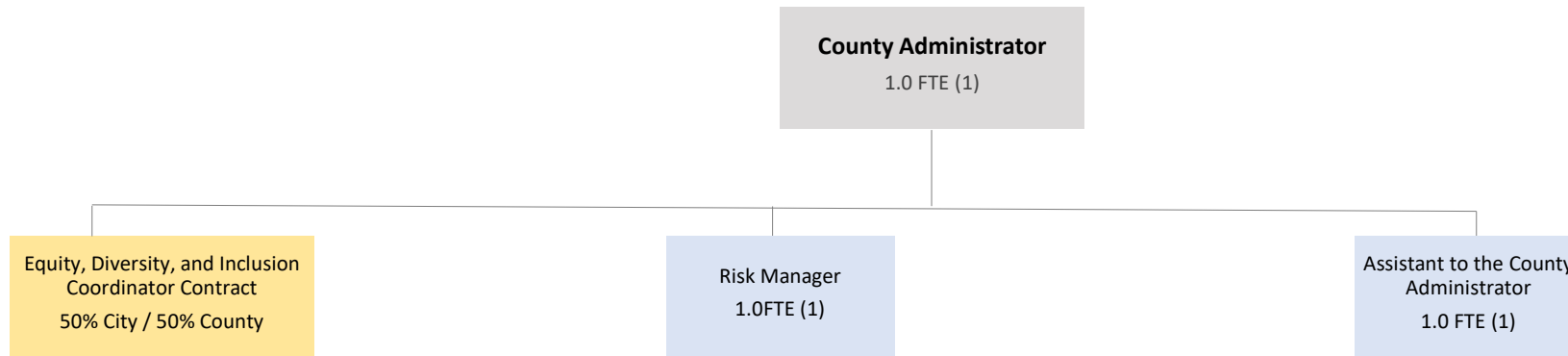
OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- No specific change the department continues to work with departmental teams to ensure adequate resources.

KEY ASSUMPTIONS AND POTENTIAL RISKS

- Low risk with current staffing. Staff have taken on enhanced roles to meet organizational needs.

Administration



Year	2022
FTE	3.0

Administration

The County Administrator's office: Manages the daily county government operations; carries out policies and procedures adopted by the county board; ensures fiscal and programmatic accountability; provides support to the Board of Supervisors; and medical examiner services.

OUTPUTS		<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>YTD* 2022</u>
Number of Community Events Attended		38	18	18	7
Number of Meetings Attended		686	931	948	456
Number of Board, Commission, Vacancies Recruited		15	34	31	21
# of Committee Agendas Prepared		40	77	61	28
# of County Board Agendas /Addendums prepared		21	24	25	14
# of Resolutions/Ordinances		88	137	110	69
<i>*YTD indicates Jan-Jun Results</i>					
OUTCOMES	Benchmark	2019	2020	2021	YTD* 2022
Cost per resident for Medical Examiner services	N/A	\$3.24	\$3.59	\$3.17	\$3.17
Employees surveyed will indicate basic understanding of code of conduct.	1:1	1:1	1:1	1:1	1:1
Strategic plan identifies focused goals and meaningful process as identified by survey of participants.	1:1	1:1	1:1	1:1	1:1
Contracts for shared services updated.	100%	100%	100%	100%	100%
<i>*YTD indicates Jan-Jun Results</i>					

Administration

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	\$242,112	\$268,866	\$268,866	\$220,935	-18%
Total Revenues:	\$242,112	\$268,866	\$268,866	\$220,935	-18%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$138,199	\$148,658	\$148,658	\$155,394	5%
02-OT Wages	\$2	-	-	-	
03-Payroll Benefits	\$31,458	\$37,573	\$37,573	\$39,585	5%
04-Contractual Services	\$39,804	\$68,320	\$29,320	\$10,640	-84%
05-Supplies & Expenses	\$9,882	\$12,343	\$6,003	\$12,340	0%
09-Equipment	\$2,611	\$1,972	\$1,972	\$2,976	51%
Total Expenditures:	\$221,956	\$268,866	\$223,526	\$220,935	-18%

Net Surplus/(Deficit)-Administration	\$20,156	\$0	\$45,340	\$0	
---	-----------------	------------	-----------------	------------	--

Administration

Budget Analysis

	2022 Adjusted Budget	2023 Operational Change 1	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	\$268,866	(\$58,000)	\$10,069	\$220,935
Total Revenues	\$268,866	(\$58,000)	\$10,069	\$220,935

01-Regular Wages	\$148,658	-	\$6,736	\$155,394
02-OT Wages	-	-	-	-
03-Payroll Benefits	\$37,573	-	\$2,012	\$39,585
04-Contractual Services	\$68,320	(\$58,000)	\$320	\$10,640
05-Supplies & Expenses	\$12,343	-	(\$3)	\$12,340
09-Equipment	\$1,972	-	\$1,004	\$2,976
Total Expenditures	\$268,866	(\$58,000)	\$10,069	\$220,935

Administration Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
County Tax Levy	242,112	268,866	268,866	220,935	Levy request	100%
TOTAL	\$242,112	\$268,866	\$268,866	\$220,935		

Administration

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	38,990	68,000	29,000	10,000
Utility Services	814	320	320	640
Repairs And Maintenance	-	-	-	-
Other Contracted Services	-	-	-	-
Total	\$39,804	\$68,320	\$29,320	\$10,640

Administration

Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Admin/ Contracted Services	38,740	58,000	29,000	-	EDI Coordinator	Professional Services
Admin/ Other Prof Serv	250	10,000	-	10,000	Professional Services	Professional Services
Admin/ Telephone	814	320	320	320	Telephone	Utility Services
Admin/Cellular Phone	-	-	-	320	Cellular phone	Utility Services
TOTAL	\$39,804	\$68,320	\$29,320	\$10,640		

County Board

DEPARTMENT MISSION

The county board is the governing body of the county and functions as the policy making and legislative branch of County government. Supervisors are elected in the spring nonpartisan election (even year) for two-year terms.

DEPARTMENT BUDGET HIGHLIGHTS

Goals and objectives for the board will be derived from the furtherance of the strategic plan, and developing board resources.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Disbursement of the ARPA Funds
- Ongoing County Board onboarding and training for all County Board Supervisors

TRENDS AND ISSUES ON THE HORIZON

- Opioid Settlement disbursement
- ARPA disbursement.

POSITION CHANGES IN 2023

- No position changes in the 2023 budget

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- No operational changes with fiscal impact

OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- No operational changes without fiscal impact

KEY ASSUMPTIONS AND POTENTIAL RISKS

- None.

County Board

Overview of Revenues and Expenditures

Revenues	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Tax Levy/General Revenue Allocation	\$233,920	\$214,585	\$214,585	\$229,226	7%
Total Revenues:	\$233,920	\$214,585	\$214,585	\$229,226	7%

Expenditures	2021	2022	2022	2023	%
	Actual	Adjusted Budget	Estimate	Request	Change
01-Regular Wages	\$119,326	\$115,546	\$115,546	\$118,648	3%
02-OT Wages	-	-	-	-	
03-Payroll Benefits	\$72,970	\$66,381	\$62,028	\$63,363	-5%
04-Contractual Services	\$4,241	\$2,470	\$970	\$1,470	-40%
05-Supplies & Expenses	\$21,559	\$29,700	-	\$38,700	30%
09-Equipment	-	\$488	\$520	\$7,045	1344%
Total Expenditures:	\$218,096	\$214,585	\$179,064	\$229,226	7%

Net Surplus/(Deficit)- County Board	\$15,824	\$0	\$35,521	\$0	
--	-----------------	------------	-----------------	------------	--

County Board

Budget Analysis

	2022 Adjusted Budget	Cost to Continue Operations in 2023	2023 Requested Budget
01-Tax Levy/General Revenue Allocation	\$214,585	\$14,641	\$229,226
Total Revenues	\$214,585	\$14,641	\$229,226

01-Regular Wages	\$115,546	\$3,102	\$118,648
02-OT Wages	-	-	-
03-Payroll Benefits	\$66,381	(\$3,018)	\$63,363
04-Contractual Services	\$2,470	(\$1,000)	\$1,470
05-Supplies & Expenses	\$29,700	\$9,000	\$38,700
09-Equipment	\$488	\$6,557	\$7,045
Total Expenditures	\$214,585	\$14,641	\$229,226

County Board

Revenue Assumptions

	2021	2022	2022	2023		
Revenue Source	Actual	Budget	Estimate	Request	Assumptions	Confidence Level %
County Tax Levy	233,920	214,585	214,585	229,226	Levy request	100%
TOTAL	\$233,920	\$214,585	\$214,585	\$229,226		

County Board

Contracted Services Summary

	2021	2022	2022	2023
Expenditure Type	Actual	Budget	Estimate	Request
Professional Services	2,250	1,000	-	-
Utility Services	1,991	1,470	970	1,470
Repairs And Maintenance	-	-	-	-
Other Contracted Services	-	-	-	-
Total	\$4,241	\$2,470	\$970	\$1,470

County Board

Contracted Services Detail

	2021	2022	2022	2023		
Expenditure	Actual	Budget	Estimate	Request	Description	Expenditure Type
Co Board/ Attorney Fees	-	1,000	-	-	Legal services	Professional Services
Co Board/ Other Profess Serv	2,250	-	-	-	Facilitation services	Professional Services
Co Board/ Telephone	480	500	-	500	Telephone	Utility Services
Co Board/ Cellular Phone	1,511	970	970	970	Cell phone	Utility Services
TOTAL	\$4,241	\$2,470	\$970	\$1,470		

FACT SHEET

TO FILE NO. 22-23/048

This resolution abolishes one (1.0 FTE) Legal Specialist II position in the Corporation Counsel's Office and creates one (1.0 FTE) Office Coordinator position in the Corporation Counsel's Office.

Based on a classification and compensation review of one of the Legal Specialist II positions, a recommendation to change the position's classification from Legal Specialist II to Office Coordinator was made. This results in a change in salary from pay grade H to pay grade I.

This recommendation was made as a result of the increased job duties and responsibilities now associated with the current duties of the Legal Specialist position.

Fiscal Impact:

2022:

Position Title	Legal Specialist II	Office Coordinator 11 pay periods at this rate	Difference
Pay Grade	H	I	
Pay Step	11	12	
Salary	\$ 23,930	\$ 25,148	\$ 1,218
FISCAL IMPACT	\$	\$	\$ 1,218

2023:

Position Title	Legal Specialist II	Office Coordinator	Difference
Pay Grade	H	I	
Pay Step	11	12	
Salary	\$ 58,572	\$ 61,546	\$ 2,974
FISCAL IMPACT	\$	\$	\$ 2,974

Respectfully Submitted,

Sharon McIlquham
Corporation Counsel
Eau Claire County, Wisconsin

2
3 ABOLISHING ONE (1.0 FTE) LEGAL SPECIALIST II AND CREATING ONE (1.0 FTE) OFFICE
4 COORDINATOR IN THE CORPORATION COUNSEL’S OFFICE

5
6 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular positions or
7 changes therein be submitted to the County Board of Supervisors for authorization; and

8
9 WHEREAS, a classification and compensation review of one of the Legal Specialist II positions in the
10 Corporation Counsel’s Office resulted in a recommended change in the position, due to increased job duties
11 and responsibilities, from the current Legal Specialist II to Office Coordinator, resulting in a change in
12 salary from pay grade H to pay grade I; and

13
14 WHEREAS, at its regularly scheduled meetings, the Committee on Administration, Committee on
15 Human Resources, and the Committee on Finance and Budget respectively approved the request from the
16 Corporation Counsel’s Office to abolish one (1.0 FTE) Legal Specialist II and create one (1.0 FTE) Office
17 Coordinator; and

18
19 WHEREAS, the reclassification of this position has the potential additional annual cost of \$2,974 in
20 the year 2023, and an immediate annual cost for the year 2022 of \$1218.

21
22 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby
23 abolishes in the Corporation Counsel’s Office one (1.0 FTE) Legal Specialist II (Grade H) position, and
24 creates one (1.0 FTE) Office Coordinator (Grade I) position.

25
26 ADOPTED

27
28 _____
29 _____
30 _____
31 _____
32 _____
33 _____
34 _____
35 _____
36 _____

37 Committee on Finance & Budget
38 Dated this 23rd day of August 2022

Committee on Administration
Dated this 23rd day of August 2022

39
40
41 _____
42 _____
43 _____
44 _____
45 _____
46 _____
47 _____
48 _____
49 _____

50 Committee on Human Resources
51 Dated this 30th day of August 2022



MINUTES

Eau Claire County Committee on Administration
Tuesday, August 16, 2022, at 2:30 p.m.
Eau Claire County Government Center
721 Oxford Ave., Eau Claire • Room 3312

Present: Nick Smiar, Gerald Wilkie, Connie Russell, Judy Gatlin, Nancy Coffey, Allen Myren (ex-officio)

Others: Samantha Kraegenbrink, Sonja Leenhouts, Kathryn Schauf, Greg Dachel, Sharon McIlquham, Matt Theisen, Tobi LeMahieu

Call to Order and confirmation of meeting notice

Chair Smiar called the meeting to order at 2:30 p.m. and confirmed meeting notice.

Public Comment

No members of the public wished to make comment.

Review and approval of meeting minutes for August 9, 2022

Motion by Supervisor Gatlin, seconded by Supervisor Coffey. No additions, deletions, or corrections. Minutes approved.

Closed Session: External ARPA grant update

Supervisor Gatlin motioned to convene in closed session under Wisconsin Statutes 19.85(1) (e), and (g) to review loan applications, negotiate the terms for investment of public funds; and confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Review of application for additional funding. The motion was seconded by Supervisor Russell. The committee moved into closed session at 2:34 p.m.

The committee moved into open session at 3:05 p.m.

Roll call: Nick Smiar, Gerald Wilkie, Connie Russell, Judy Gatlin, Nancy Coffey, Allen Myren (ex-officio), Samantha Kraegenbrink, Sharon McIlquham, Tobi LeMahieu

From closed session: File No. 22-23/046: Approving the additional ARPA funding for a total of \$348,500 for additional component #2 project requests and administrative costs. Motion by Supervisor Gatlin to approve, seconded by Supervisor Coffey. Supervisor Wilkie wishes to record he does not object to the \$50,000 in administrative costs as outlined in file no. 22-23/046. Supervisor Wilkie offers amendment "delete line 36 and 37 and amend the final amount to remove \$100,000 to Cinnaire Solutions Corporation." There was no second and the amendment dies. All in favor; 5 yes, 0 no to approve file no. 22-23/046.

Internal ARPA Funding Request applications

The committee discussed the following internal funding applications. The action of the committee/follow up requested is listed.

- Strategic Collaboration for Community Health Priorities

5 yes, 0 no in support.

- Cybersecurity – firewall replacement

5 yes, 0 no in support.

- **Homelessness and Housing Support**

Requests more information regarding Medicaid funding.

- **Extension Family & Wellness Programs**

5 yes, 0 no in support.

- **Technology for Meeting Rooms**

Combining with technology, AV, hybrid access for meetings request. Will vote on extension room separately. 5 yes, 0 no in support.

- **Ag Center Roof Mounted Solar Array and Courthouse Solar Array**

5 yes, 0 no in support.

- **ClearGov Budgeting & Reporting**

Year over year costs. 5 yes, 0 no in support.

- **Mental Health and Substance Use Disorder Services for Uninsured and Underinsured**

Hold. Questions for Director Cable.

- **Primary Mental Health Nurse Practitioner for (PMHNP) for Incarcerated population**

5 yes, 0 no in support.

- **Unsubsidized Affordable Housing**

Hold. Information needed: timeline of how long the housing is required to be affordable/low income.

File No. 22-23/043: Resolution to Public Safety Answering Point (PSAP) grant funding for one public safety answering point per county

Motion by Supervisor Coffey, seconded by Supervisor Gatlin. All in favor; motion carries.

Adjourn

The meeting was adjourned at 4:29 p.m.

Respectfully submitted by,

Samantha Kraegenbrink – Assistant to the County Administrator
Committee Clerk