



Sheboygan County News

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2015 Annual Budget Process Underway

by Adam Payne, County Administrator

Sheboygan County is a leader of providing responsive and cost-effective local government. We provide quality programs and services, have built healthy fiscal reserves, and have established an excellent bond rating. Our workforce, teamwork and track record are impressive.

The most important document the County Board takes action on each year is the annual budget. The \$126 million 2014 budget supports 19 departments, 825 employees, hundreds of contracted service providers and more than 200 programs and services.

Our programs and services include maintaining the safety of our highways and roads, law enforcement, protecting and enhancing our natural resources, providing birth certificates and marriage licenses, land records, and critical health and human services for the mentally ill, elderly, physically disabled, and children. We also operate a thriving airport and provide the facilities for the UW-Sheboygan Campus, both vital for economic development. Collectively, our work is very important for a safe, healthy and vibrant community.

The County Board's Executive, Finance and HR Committees have established the following goal and guiding principles for 2015:

Goal:

Strive to succeed with existing financial resources and tax levy associated with net new construction, projected to be a property tax increase of 1% or approximately \$326,000 for ongoing operations.

Guiding Principles:

- Maintain essential quality programs and services
- Improve departmental efficiency
- Direct resources based on County priorities
- Position the County for continued fiscal stability

All departments received specific **Targeted** levy amounts and are expected to strive to gain efficiencies, evaluate and prioritize programs and services and help position the County Board and community for success.

To date, the budget process for 2015 looks encouraging. Though we estimate wage and benefit increases and inflationary operating expense increases will contribute to a budget gap of \$1.4 million, thanks to effective efforts to streamline our operations, innovative and ongoing cost-saving strategies such as our employee wellness programs and in-health clinic, positive health insurance reserves, and some good fortune, we are poised to address this gap.

The budget process begins early in the year gathering data and establishing preliminary budget assumptions. We have an annual County Board Leadership Forum in early June to review past fiscal trends, performance, current status, and our fiscal outlook. The County Board is well aware of our challenges ahead, including the implications of the rigid State imposed property levy caps and under funded state mandates.

Though ultimately additional revenue will be needed to offset limited revenues in order to maintain essential services, I am optimistic about our 2015 budget process, and appreciate the strong team we have in place. If you have questions, please don't hesitate to contact your respective Department Head or me.

Thank you for your hard work, passion and the important work that you do.



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CPR/AED/First Aid Training Valuable To Employees

by Julie Kinney, SR. Human Resources Generalist

In May, Cardiopulmonary Resuscitation (CPR)/Automated External Defibrillator (AED)/First Aid Training classes were offered to all employees with the assistance of United Way of Sheboygan County and the Northeast Wisconsin American Red Cross. Twenty-six employees from 14 departments were certified and these employees are better prepared to assist in a medical emergency.

Many county employees are required to maintain certification in CPR/AED/First Aid due to the nature of their position. In addition, the Sheriff's Department has a number of employees who are certified CPR/AED/First Aid Trainers and may be called upon to provide additional training in the future.

All Departments now have an emergency response "black bag" and defibrillators are in

most of our buildings. Employees interested in receiving future CPR/AED/First Aid training should contact the Human Resources Department.



Aging & Disability Resource Center Assists County Residents

by Marie Seger, ADRC Supervisor

What does every citizen of Sheboygan County have in common? Potentially, the need to contact the Sheboygan County Aging and Disability Resource Center. Most people, at one time or another, look for information, services and funding for themselves or their elderly or disabled parents, relatives, friends, neighbors, and/or consumers. For that matter, County employees are often approached by acquaintances and "friends of friends" looking for suggestions for someone they know who is elderly or disabled. At the ADRC, we exist to provide accurate and unbiased information and assistance to Sheboygan County's seniors, individuals with disabilities, and their families who need help to finding a way for these individuals to live with dignity and security, and achieve maximum independence and quality of life.

That is a tall order. To fulfill the ADRC mission, our staff provides a variety of services. These services are not funded by county tax levy, but instead through Wisconsin general purpose revenue grants and Medicaid reimbursement funds based on staff activity. Our core services, available at no or little cost to consumers, include the following:

Information and Assistance: The ADRC maintains a resource file of services and programs available to individuals over 60 and with disabilities. Two staff members are available every work day from 8:00 am to 5:00 pm to answer calls, emails or to meet with people who walk in.

Long Term Care Options Counseling: Professionals can provide confidential assistance with, or information about, how to meet

care needs and the options available. This consultation will review both public and private payment options.

Benefits Counseling: There are two Benefit Specialists at the ADRC. The Elder Benefit Specialist works with individuals aged 60 or over and the Disability Benefit Specialist works with adults aged 18 to 59 who have a disability. Areas addressed include Medicare, Senior Care, Medical Assistance, Social Security and SSI, Homestead Tax Credit, Spousal Impoverishment, and Divestment.

Transitional Services: ADRC staff work with students, families, schools, children's long term support programs and other agencies to assist young adults with disabilities to transition to the adult long term care system and to provide information about issues such as legal decision making, applying for benefits, local resources, and accessing long term care funding.

Prevention and Early Intervention: The ADRC collaborates with other community resources to promote efforts to keep individuals healthy and independent. This includes workshops on fall prevention, living with chronic conditions, supporting individuals affected by Alzheimer's and other dementias, and supporting family caregivers. ADRC staff frequently provides community outreach to Sheboygan County residents about local resources by participation in informational fairs, speaking engagements, and trainings.

Access to Publically Funded Long-term Care Programs and Services: ADRC staff



screen and assess adults with disabilities and seniors for eligibility in long term care funding programs such as Family Care and IRIS (Include, Respect, I Self-

Direct—a program where an individual self-directs his/her publicly funded community-based, long term care supports and services). These funding programs can purchase services such as Assisted Living, transportation, supported employment, chore services, and more for eligible participants.

Adult Protective Services: Staff dedicated to Adult Protective Services are available to address concerns of abuse and self-neglect, and guardianship of elders and vulnerable adults.

And more: Information about and access to volunteer transportation for seniors to medical appointments, Handy Helpers, reassurance calls, peer friends, senior dining sites, nutrition, recreation, and more can be obtained at the Aging and Disability Resource Center.

The ADRC is centrally located in Sheboygan County at 650 Forest Avenue in Sheboygan Falls. Contact us by calling 920 467-4100, via email at adrc@sheboygancounty.com, find us on Facebook at <https://www.facebook.com/pages/Sheboygan-County-Aging-and-Disability-Resource-Center/582643815133028>, or check out the ADRC section of the Sheboygan County website at <http://www.sheboygancounty.com/government/departments-f-q/health-and-human-services/aging-and-disability-resource-center>





Human Resources Training Now Available on Sheboygan County Shared Drive

by Jean Gallimore, Human Resources Director

Signature Service Training:

Many thanks to those of you who had the opportunity to attend the HR facilitated Signature Service Training on June 9th and 10th. Customer



The Signature Service presentation along with two videos we shared “Johnny the Bagger” and “Fish” are located on the Sheboygan County Shared Drive, Human Resources, Training, Signature Service

Service is a focal point for Sheboygan County. This training addressed the importance of both internal and external customer relations. A few key topics were as follows: The Employee Cycle of Success; Definition of Internal and External Customers; Three Kinds of Service; Capture Service Opportunities; Steps for Achieving Excellent Service Recovery; Create Service Expectations; Create Signature Service. The sessions were well attended and we received outstanding feedback.

Training.

Compensation Study Session:

Jim Fox from Arthur J. Gallagher & Co. joined us on June 9th and 10th to share an overview of the 2014 Sheboygan County Compensation Study currently underway with approximately 200 employees in attendance. The video for this session may also be found under Sheboygan County Shared Drive, Human Resources, Training, Jim Fox – Compensation Study Overview.

Please feel free to review the above referenced resources at your leisure – or perhaps share at an all staff meeting. Communication is key to our ongoing success.

SAVE THE DATES FOR FUTURE TRAINING:

Hire the Best (Dept. Heads/Managers/ Supervisors) - September 4 from 9 a.m. to 12:00 p.m. and September 9 from 1:00 p.m. to 4:00 p.m. in Rooms 5020/5022 at UW Sheboygan.

Annual Safety Training (all employees) - October 16 from 9:00 a.m. to 12:00 p.m. and October 22 from 1:00 p.m. to 4:00 p.m. in the Theatre at UW Sheboygan.

Let’s Get Physical Encourages Overall Wellness

by Julie Kinney, SR. Human Resources Generalist

With the cold of winter behind us, the Wellness Committee has been encouraging employees to increase physical exercise for improved health and overall wellness.

Sheboygan County employees participated in **National Fitness Day** on May 21st. Walking events for employees located near downtown Sheboygan and at the ADRC included a 5-hand card game. Rocky Knoll added levity to their event with bed pan races. Exercise and good fun was had by all. Employees who were not available to participate in team events were invited to participate on an individual basis. All participants received a bag of healthy snacks and entered into a raffle for donated health-related prizes. **Sheboygan County received the 1st Place Participation** award for the 5th consecutive year with 389 employees



participating in exercise activities that day. Outstanding! This event is coordinated by the Sheboygan County Activity and Nutrition Coalition which includes planners from a variety of Sheboygan employers, including Sheboygan County.

A **Fitbit Challenge**, scheduled May 7 thru June 11, invited participants to increase levels of activity every day.

Participants made an affirmative commitment to track exercise, worked to increase exercise and submitted a tracking calendar to be eligible for the Fitbit raffle prize. Cheryl Gurholt (pictured at left) from the District Attorney’s office was the lucky winner!

The wellness challenge this summer focuses on getting ready for the upcoming HRA’s (Health Risk Assessments). The Wellness Team will be encouraging Sheboygan Coun-

ty employees to increase the amounts of vegetables and fruits in their diets. Consuming healthy foods and exercising are integral parts of a healthy lifestyle that improve quality of life.



The Wellness Team, comprised of a member from each Sheboygan County department, is committed to help employees stay focused when life can tempt us to take less healthy paths. Please share ideas with your department representative so they may continue to develop programs with your ideas in mind.

Reminder for 125 Health Savings Account participants:

Please submit requests for reimbursement to the Human Resources Department by noon on Wednesday of a non-payroll week.

HRA’s coming soon - Annual Health Risk Assessment schedules will be announced in the upcoming weeks. It’s never too late to look back at last year’s results to encourage you to focus on improving your overall health. You influence your health status by taking small measures!

Deferred Compensation News!

Effective 7/1/2014 changes to your Deferred Compensation Plan can now be made quarterly—January 1, April 1, July 1 & October 1. Please submit changes to the Human Resources Department one month prior for payroll processing. Information is located on the Sheboygan County Shared Drive/Sheboygan County/Human Resources/Forms.

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Fisher Spends Time Outdoors Loving Nature

Joy Fisher, Community Support Specialist, Aging & Disability Resource Center

I began my career in Adult Protective Services with the Health & Human Services Department in 1993, relocating from Green Bay with my husband and one-year-old daughter. In 1998, I became a Developmental Disability Specialist, and in 2010, I moved into Mental Health case management. I have enjoyed all of my positions and the people I have gotten to know over the years.

Since November 2013, I've been in my current position as Information & Assistance Specialist at the Aging and Disability Resource Center. My job duties consist of being on call, taking questions via telephone, email, and from individuals who walk into the building seeking unbiased and accurate information about the services and funding available in

Sheboygan County for individuals who are elderly or disabled. We field many calls and questions about local community resources, including what is available to help people stay in their homes, prevention and health related programs, applying for benefits, assisting caregivers, advocacy, and more. I also perform assessments to determine eligibility for long term care funding programs. I find this job both challenging and rewarding, and I learn something new practically every day. If you have any questions about the resources available in Sheboygan County for the elderly or individuals with disabilities, please give me a call at 467-4148!

In my free time, I enjoy spending time with my family. I have been married to my hus-

band, Steve, for 23 years. He is employed with Poly Vinyl as a Project Manager.



We live in Plymouth and have three children: Kaylie recently graduated from UWGB, Cody will be starting his junior year at UWGB, and Chloe will be a junior in high school. Chloe competes with our horse, "Doodle," several weekends during the summer. We also have two dogs and two cats. I am an animal lover and enjoy nature and being outdoors, especially in the summer. I also enjoy reading, rummaging and thrift store shopping.

Thank you for your years of service. We wish you the best!

January through July 2014 Retirements



Sandy Graumann

Pam Drexler

David Kelling

Elizabeth Mahloch

Roxanne Abraham

John Laack

Philip Meerdink

Ann Binder

Ellen Cheney

Barb Pfister

Suzanne Pieper

Larry Samet

Nancy Williams

Kathi Fedler

Wayne Elsner

Sandy Muesegades





UNDER CONSTRUCTION



Construction Underway

by Jim TeBeest, Director of Building Services

Whether orange barrels or orange cones, in a construction zone they all mean the same ... be careful, stay clear! This is the trend around many Sheboygan County facilities this year as numerous construction projects are underway. The County Board aided with some private donations is investing in attractive and productive facilities. It's definitely a busy year for the Building Services Department.

At the Health & Human Services Department, construction of a new \$2.2 million lobby is underway, including four new offices, a large conference room and handicap accessible bathrooms. This 6,900 square foot, two-story addition will be more welcoming to clients and consolidates waiting areas. Construction started in May and should be complete by year-end.

A \$3.1 million Combined Dispatch Center project consolidates City and County dispatchers in the Law Enforcement Center. Construction of 2,850 square feet of new administrative space is targeted to begin in October and complete by year-end. This will then be followed up with remodeling approximately 3,600 square feet to create a secure dispatch center with eight consoles beginning in the fall of 2015. After the new Combined Dispatch Center is operating in 2016, the old 720 square feet of dispatch area will become a conference room and offices.

Groundbreaking is planned for October for a new \$1.4 Engineering Lab at the University of Wisconsin Sheboygan Campus. With this 6,300 square foot addition, students will be able to complete a 4-year Engineering Degree on campus. The building should be finished by August 2015 in time for the new school year. Private donors provided half of the project funding. A \$412,000 upgrade to the water main servicing at the Campus will also occur in 2015.

Rocky Knoll received a generous \$200,000 anonymous donation to double the size and significantly enhance the employee break room. Construction begins in September 2014 with completion by year-end.

At the Aging and Disability Resource Center, a new vestibule and entrance canopy will be added to better accommodate the elderly clientele, resulting in relocating the receptionist area. Designs are underway for the State and Federal funded project. We anticipate completion by year-end. The cost of the project is \$135,000.

The County replaced the roof at the Highway Department (\$201,000) earlier this year and is currently doing the same at the Administration Building (\$239,000).

Architects are busy designing future capital projects including replacement of the Taylor Park shelter, continuation of the roof replacement project, upgrading the HVAC system and remodeling of the Fine Arts Building at the University of Wisconsin Sheboygan, and HVAC controls and key card (FOB) hardware upgrades in most County buildings.

If you have questions, please don't hesitate to contact me or a member of our Building Services staff. Please keep an eye out for those orange barrels and cones, be safe, and thank you for your patience. Good things take time.