

**COUNTY OF RACINE
FINANCE AND HUMAN RESOURCES COMMITTEE**

Supervisor Robert N. Miller, Chairman
Supervisor Q.A. Shakoor, II, Vice Chairman
Supervisor Rusty Clark, Secretary
Supervisor Nick Demske
Supervisor Tom Pringle

Supervisor Don Trottier
Supervisor John A. Wisch
Owen Thomsen, Youth in Governance Representative
William Klaus, Youth in Governance Representative

*** THIS LOCATION IS HANDICAP ACCESSIBLE. If you have other special needs, please contact the Racine County Board Office, 730 Wisconsin Avenue, Racine, Wisconsin 53403 (262) 636-3571, fax (262) 636-3491 or the TTD/RELAY 1-800-947-3529. ***

DO NOT ATTEND THIS MEETING if you are experiencing any of these symptoms or if you have been in contact with anyone with these symptoms: **shortness of breath or difficulty breathing, cough, chills, nasal congestion, sore throat, fatigue, loss of sense of taste or smell, fever greater than 100.4.**

The public may also access this meeting by:

Browsing to this web address on a computer or smartphone:

<https://racinecounty.webex.com/racinecounty/onstage/g.php?MTID=e71b1a2949356992aa3233888150fc43e>

Password: FHR111721

Or by calling: 1-408-418-9388 Access code: 2486 402 4659

NOTICE OF MEETING OF THE
FINANCE AND HUMAN RESOURCES COMMITTEE

DATE: **WEDNESDAY NOVEMBER 17, 2021**

TIME: **5:00 P.M.**

PLACE: **IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177**

AGENDA

1. Convene Meeting
2. Chairman Comments - Youth in Governance Comments
3. Approval of Minutes from the October 27, 2021, committee meeting.
4. Racine County Economic Development Corp – Carolyn Engel – Status of the Racine County Matching Grant Program Quarter 3, 2021 – Action of the Committee Only.
5. Racine County Economic Development Corp – Carolyn Engel – 2022 Racine County Matching Grant Program Draft Agreement– Action of the Committee Only.
6. Transfers
 - a. Sheriff’s Office – Sheriff Christopher Schmaling – Acceptance of a Wisconsin Department of Justice Law Enforcement Drug Trafficking Response Program (SEADOG) Grant in the amount of \$48,750 and transfer within the Sheriff’s Office State Metro Drug Unit 2021 Budget – 2021 – Resolution – Action Requested: 1st and 2nd reading at the November 23, 2021, County Board Meeting.

b. Public Works – Director Julie Anderson – Acceptance of a Wisconsin Department of Natural Resources County Conservation Grant in the amount of \$2,327 and transfer within the Public Works 2021 Budget – 2021 – Resolution – Action Requested: 1st Reading at the November 23, 2021, County Board Meeting.

7. Public Works – Director Julie Anderson – Authorize the hiring of three Highway Machine Operators before the current employee retires to allow for training. There are sufficient funds to cover this cost – 2021 – Resolution – Action Requested: 1st Reading at the November 23, 2021, County Board Meeting.
8. Human Services Department – Director Hope Otto – Authorize the creation of grades HE30 and HE40 within the Public Health salary schedule and reclass the Epidemiologist and Public Health Strategists positions effective 1/1/2022 – 2021 – Resolution – Action Requested: 1st Reading at the November 23, 2021, County Board Meeting.
9. Human Resources – Director Sarah Street – Approval to amend contract #2310 to allow for the added staffing that Ascension has requested totaling \$153,750.00, split between Racine County, Unified Schools, and the City of Racine, which would be an added \$51,250.00 for Racine County – 2021 – Resolution – Action Requested: 1st Reading at the November 23, 2021, County Board Meeting.
10. Communication & Report Referrals from County Board Meeting:

a. Bankruptcy Items

Type of Action:	Person/Persons
Order of Discharge	Amethyst Goodwin; Carrie Brown; Jon and Shannon Sutton; Kristen Murriel; Carmen Bieker; Joaquin Barajas, Jr.; Laurie Kemp; MARRISA Tirado; Mark Ceruto; Michael Cochran; Scott Wallace;
Order Confirming Chapter 13 Plan	Teresa Stoner; Wesley Lees
Notice of Chapter 13 Case	Mark Fiorita; William Schook Jr.; Daniel Vanderleest; Kathy Gerber; Richard Jonas
Order Modifying Chapter 13	Jon and Shannon Sutton; Andrew Merz
Chapter 11 Extension of Deadline	Mallinckrodt PLC, et al.
Order Dismissing Debtor	Dennis and Dedra Fisher
Order Dismissing Case	Jordan Steen
Notice of First Amended Joint Plan Chapter 11	Mallinckrodt PLC, et al.
Notice of Chapter 7 Case	Olivia Bagley; Cashmiere Mensah; Ryan Treiber; Timotheus Johnson
Notice and Motion to Dismiss	Cortashia Norris;
Order Denying Claim	David Juarez
Notice of Appearance and Demand to Receive all Notices	Kenneth and Barbara Weil;
Debtor's Second Motion to Extend Injunctive Relief	Mallinckrodt PLC, et al.
Order Granting Debtor's Motion to Continue Automatic Stay	Susan Petersen;

b. Foreclosure items:

Attorney	Lender	Person/Persons	Amt owed Racine
Robert Piette	Lakeview Loan Servicing, LLC	Stacy Kincade/John Kincade	\$157.08

- c. Nationwide Agribusiness Insurance has filed a claim against Racine County in the amount of \$5,675.59 for a damaged vehicle.
- d. Alexis Grady has filed a claim against Racine County in the amount of \$2,106.19 for a damaged vehicle.
- e. Tatyana Stovall has filed a claim against Racine County in the amount of \$1,200 for loss of property.

11. Staff Report – No Action Items.

- a) Finance & Human Resources Committee – Next Meeting will be December 1, 2021

12. Adjournment

FINANCE & HUMAN RESOURCES COMMITTEE ACTION ONLY

Requestor/Originator Finance & Human Resources Committee

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date of Committee Meeting: 11/17/2021

**Signature of Committee Chairperson
/Designee:** _____

Description: Minutes from the October 27, 2021 FHR Meeting

Action: **County Board Supervisors**
 Approve
 Deny

Youth In Governance
 Approve
 Deny

IVES GROVE OFFICE COMPLEX
AUDITORIUM
14200 WASHINGTON AVENUE
STURTEVANT, WISCONSIN 53177

Meeting attended by: Chairman Miller, Supervisors Clark, Shakoor II, Trottier, Wisch, Eckman, Roanhouse, and Spencer; Youth Representatives Thomsen and Klaus; County Executive Jonathan Delagrave; Finance Director Brian Nelson; Finance & Budget Manager Byron Dean; Accounting Operations Manager Kris Tapp; Human Resources Director Sarah Street, Corporation Counsel Michael Lanzdorf, PWDS Director Julie Anderson, Communication Director Andrew Goetz; Fiscal Manager Gwen Zimmer; Assistant IT Director David Huber

Agenda Item #1 - Convene Meeting

Meeting Called to Order at 5:04 p.m. by Chairman Miller.

Agenda Item #2 – Chairman Comments – Youth in Governance/Comments

Youth in Governance statement given by Youth in Governance Representative Klaus.

Agenda Item #3 - Approval of minutes from the October 21, 2021, meeting

Action: Approve the minutes from the October 21, 2021, Finance & Human Resources committee meeting as amended.

Motion Passed: Moved: Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory: All Ayes No Nays.

Agenda Item #4 – Budget Deliberation

Administrative Amendment 1 – The purpose of this amendment is to correct the amount of workers comp stated for the Sheriff's office and the savings will go to reduce the amount of Health Insurance Reserves used in the 2022 Budget.

Action: Accept Administrative Amendment 1. **Motion Passed.** Moved Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Administrative Amendment 2 - The purpose of this amendment is to correct the tax levy for the Public Health Department showing the revenue from Human Services Department as revenue not tax levy.

Action: Accept Administrative Amendment 2. **Motion Passed.** Moved Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Action: Motion to send budget as amended to County Board. **Motion Passed.** Moved Supervisor Shakoor. Seconded: Supervisor Wisch. Vote: All Ayes No Nays. Advisory Vote: All Ayes No Nays.

Agenda Item #5 – Staff Report – No Action Items.

- a) Finance & Human Resources Committee - Next Meeting will be November 17, 2021 (meeting scheduled for November 3, 2021, has been canceled).

Agenda Item #6 - Adjournment.

Action: Adjourn the meeting at 5:32 pm. **Motion Passed.** Moved: Supervisor Shakoor. Seconded: Supervisor Trottier. Vote: All Ayes No Nays.

REQUEST FOR COUNTY BOARD ACTION

YEAR	2021		Resolution Request
			Ordinance Request
		X	Information Only
			Report Request

Requestor/Originator: Finance Department - Brian Nelson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) RCEDC Carolyn Engel

Does the County Executive know of this request: No

If related to a position or position change, Does the Human Resources Director know of this request:

Does this request propose the expenditure, receipt or transfer of any funds? No

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/17/2021 Date of County Board Meeting to be Introduced:

1st Reading: [] 1st & 2nd Reading: [] *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee:

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Racine County Economic Development Corp. (RCEDC) 3rd Quarter 2021 Status of the Racine County Matching Grant Program.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

MEMORANDUM

TO: RACINE COUNTY BOARD
FINANCE AND HUMAN RESOURCE COMMITTEE

FROM: CAROLYN ENGEL, BUSINESS FINANCE MANAGER
ANDREA SAFEDIS, PORTFOLIO SERVICING SPECIALIST

DATE: OCTOBER 20, 2021

SUBJECT: STATUS OF THE RACINE COUNTY MATCHING GRANT PROGRAM
3rd Quarter - 2021

The purpose of this memorandum is to provide Racine County (“County”) with the 3rd Quarter 2021 report for the Racine County Matching Grant Program (“MGP”) that is administered on behalf of the County by Racine County Economic Development Corporation (“RCEDC”). Additionally, we are seeking approval of a capitalization of \$75,000 to fund grants for 2022 and approval of the 2022 MGP Agreement.

I. Overview of the Program

Historically, two grant programs were established for Racine County businesses (for manufacturing and minority owned businesses) in 2004 and 2006, respectively.

The goal of the Manufacturing Renewal Grant (MRG) program: “to address the economic downturn of manufacturers and the related job losses in Racine County. The program could underwrite training and consulting services designed to support manufacturers thus helping them stay in business and continue to retain or provide jobs for Racine County residents.”

The goal of the Minority Matching Grant (MMG) program: to provide a means for the small and medium sized businesses to “obtain professional services necessary to establish a strong foundation for continued business growth...stay in business and provide jobs for Racine County residents.”

In 2016 County Board members provided RCEDC with guidance on how to streamline the grant program, incorporate job creation criteria, and improve the approval process. At that time, the Grant programs were combined into one.

In 2018, the Board approved the following changes to the grant program:

- 1) Increase grant amounts from \$2,500 to \$5,000.
- 2) Addition of Veteran owned businesses as eligible applicants; and
- 3) Reduction of time required for the business to have been established and generating sales; reduced from two years to one year.

In 2021, the County Board approved the following changes to the program:

- 1) Limit MGP Grant applications from a business and any of its affiliates to a total of \$5,000 annually.
- 2) Limit the number of years an applicant, including all its affiliates, can apply for funds to three years.
- 3) Allow program funds to be used for a new Coaching Council program being established by RCEDC.

II. Eligibility Requirements

The goal of the MGP is to provide a means for the existing small and medium sized Racine County companies to obtain professional services necessary for a strong foundation for continued business growth and provide jobs for Racine County residents. The MGP is a reimbursement based matching grant program up to \$5,000 per business per year to support training costs and marketing consultants. Companies are eligible for MGP funds based on meeting the following criteria:

- Located in Racine County;
- For profit entity;
- Been in operation for more than one continuous year (from the date of the first sale);
- Less than 200 employees at the Racine County location;
- Less than \$25 million in gross annual US Sales;
- Manufacturer with NAICS code of 31, 32, or 33; or 51% owned by ethnic/racial minority; or 51% owned by a women; 51% owned by a Veteran; or a manufacturing company that was recruited by RCEDC who has begun its Racine County operations with a sales office or distribution facility with the intent to establish a manufacturing operation in Racine County within a defined period of time; or a Company enrolled in the RCEDC/RAMAC Living as a Leader program or the RCEDC CEO Roundtable;
- Working with one of the following Racine County partner organizations: RCEDC (loan recipient or engaged in an incentive agreement); Gateway Technical College training program; Racine Area Manufacturers and Commerce (“RAMAC”) training; Wisconsin Women’s Business Initiative Corporation (“WWBIC”) loan recipient, class, training; Small Business Development Center (“SBDC”) class, training, consulting; Independent Consultant (deemed appropriate by RCEDC Staff and Loan Advisory Committee); RCEDC CEO Roundtable; and RCEDC/RAMAC Living as a Leader Program; and
- Current with all Racine County real estate taxes and certify that the company is current with all other financial obligations and taxes.

RCEDC staff reviews each of the applications received to ensure the applicant meets the eligibility criteria identified above and works with the applicant, if requested, to complete an application. RCEDC staff makes a recommendation to the RCEDC Loan Advisory Committee for approval of the grant application.

III. REPORT

This report covers the period of January 1, 2021 – September 30, 2021.

Program Accounting

2020 MGP Carry Forward	\$8,355.94
2021 MGP Initial Allocation	\$75,000.00
Total Available for Grants in 2021	\$83,355.94
2021 Grant Approvals – Through September 30th	\$83,322.00

3rd Quarter 2021 Results:

- \$83,322.00 in Total Grants Approved
- 26 Small Businesses Approved
- Approved Grants Include:
 - 5 manufacturers
 - 12 women-owned
 - 8 ethnic minority-owned
 - 1 – Asian-Pacific Origin
 - 1 – Asian-Indian
 - 5 – African American
 - 1 – Hispanic
 - 9 participating in the CEO Roundtable Program
 - 2 participating in Living as a Leader Program
- The 26 Small Business are in the following communities:
 - Burlington: 2
 - Caledonia: 2
 - City of Racine: 15
 - Mount Pleasant: 3
 - Sturtevant: 1
 - Town of Dover: 1
 - Waterford: 1
 - Yorkville: 1

The 26 small businesses approved employ 475.5 Full Time Equivalent Employees. One year following the grant award, the companies are required to report on any changes in the number of employees.

Ethnic Minority Groups

At the request of the Committee, RCEDC staff has compiled data on the ethnic minority groups which have been awarded MGP funds since RCEDC has led the administration of the program. This data is detailed below:

2016					
	African American	Hispanic	Asian-Pacific	Asian-Indian	Woman Owned
MGP Awards	4%	4%	4%	0%	27%
County Demographics	12%	13.6%	1.3%	1.3%	50.4%
Number of Applicants	1	1	1	0	7
2017					
	African American	Hispanic	Asian-Pacific	Asian-Indian	Woman Owned
MGP Awards	17%	0%	0%	0%	30%
County Demographics	12%	13.6%	1.3%	1.3%	50.4%
Number of Applicants	4	0	0	0	7
2018					
	African American	Hispanic	Asian-Pacific	Asian-Indian	Woman Owned

MGP Awards	12%	4%	4%	0%	38%
County Demographics	12%	13.6%	1.3%	1.3%	50.4%
Number of Applicants	3	1	1	0	10
2019					
	African American	Hispanic	Asian- Pacific	Asian- Indian	Woman Owned
MGP Awards	14%	0%	3.4%	7.0%	45%
County Demographics	12%	13.6%	1.3%	1.3%	50.4%
Number of Applicants	4	0	1	2	12
2020					
	African American	Hispanic	Asian- Pacific	Asian- Indian	Woman Owned
MGP Awards	12%	0%	4%	4%	32%
County Demographics	12%	13.6%	1.3%	1.3%	50.4%
Number of Applicants	3	0	1	2	8

IV. Conclusion and Request for Funding for 2022

In conclusion, we believe the changes made in past years were appropriate and effective and have no recommendations for changes in 2022.

RCEDC is requesting the MGP program be funded at the level of \$75,000 as was budgeted by the County. Attached is a 'draft' 2022 Racine County Matching Grant Agreement for consideration.

Matching Grant Approvals - 3rd Quarter 2021						
Company Name	Community/C ounty	Primary Product/Service	MGP Grant Award	MGP Partner	MGP Qualifier	MGP Application Job Count
AM I, Inc	Mount Pleasant	Computer & Office Equipment Wholesalers	\$ 1,700.00	RCEDC	CEO Roundtable	35
Artistic Piano Service, LLC	Waterford	Piano Store	\$ 3,565.50	Independent Consultant	Veteran Owned; Women Owned	2
Brown Family Chiropractic	Mount Pleasant	Chiropractor	\$ 5,000.00	Independent Consultant	Women Owned	5
Clearcom, Inc.	Caledonia	Audio & Video Equipment Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable	22
Designs Touch LLC	City of Racine	Custom Computer Programming Services	\$ 5,000.00	Independent Consultant	Racial/Ethnic Minority	2
Econoprint of Racine, Inc.	City of Racine	Commercial Printing	\$ 2,048.50	RCEDC	CEO Roundtable; Living as a Leader; Manufacturer	13
FISCHER USA, Inc.	City of Racine	Handtool, Cutlery, & Flatware Manufacturing Previously Fischer Precise USA	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	58
iDental Lab LLC	Mount Pleasant	Dental lab that makes dentures and partials	\$ 5,000.00	Independent Consultant	CEO Roundtable; Racial/Ethnic Minority	40
Kurk Concrete	Town of Dover	Concrete & Masonry Contractors	\$ 3,175.00	RAMAC	Living as a Leader	20
Mahogany Gallery	City of Racine	Art Gallery	\$ 400.00	Independent Consultant	Racial/Ethnic Minority	1.5
M&J Krueger Trucking	Sturtevant	Trucking	\$ 5,000.00	Independent Consultant	Racial/Ethnic Minority; Women Owned	6
Marini Manufacturing	City of Racine	Machine Shops	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	20
Peace Tree Yoga, LLC	Burlington	Yoga Studio	\$ 4,700.00	RCEDC	Women Owned	1
Plush Clothing, LLC	City of Racine	Women's Clothing Store	\$ 3,090.00	WWBIC	Racial/Ethnic Minority; Women Owned	2
Priority	Caledonia	Specialty Sign Contractors	\$ 5,000.00	Independent Consultant	Manufacturer	18
Queen's Corner Store	City of Racine	Convenience Store	\$ 3,530.00	WWBIC; Independent Consultant	Racial/Ethnic Minority; Women Owned	1
Racine County Eye LLC	City of Racine	Local News Coverage	\$ 2,500.00	Independent Consultant	Women Owned	4
Reliance Controls Corporation	City of Racine	Electrical Products Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable	57
Renew Medical Aesthetics LLC	City of Racine	Medical Spa	\$ 5,000.00	RCEDC	Women Owned	2
Scantribution	City of Racine	Scanning Software for other Businesses	\$ 5,000.00	Independent Consultant	Racial/Ethnic Minority; Women Owned	1
Spee-Dee Packaging Machinery, Inc.	Yorkville	Material Handling Equipment Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable	82
Skyline Landscape Design, LLC	Burlington	Landscape	\$ 5,000.00	Independent Consultant	Women Owned	7
The Hot Shop Racine Glass Studio and Gallery, LLC	City of Racine	Art studio	\$ 2,613.00	Independent Consultant	Veteran Owned; Women Owned	4
Wisconsin Metal Products Company	City of Racine	Fabricated Metal Product Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable	27
Wisconsin Plating Works of Racine, Inc.	City of Racine	Fabricated Metal Product Manufacturing	\$ 3,150.00	Independent Consultant	Manufacturer	32
X-cite Child Care Center	City of Racine	Child Day Care Services	\$ 2,650.00	RCEDC	Racial/Ethnic Minority; Women Owned	13
Total: 26			\$ 83,322.00			475.5

2020 Jobs Report as of 10.18.21								
Company Name	Community/ County	Company Description	MGP Total Disbursement	MGP Partner	MGP Qualifier	Project Details	MGP Application Job Count	MGP One Year Job Count
A M I, Inc	Mount Pleasant	Computer & Office Equipment Wholesalers	\$ 4,875.00	RCEDC	CEO Roundtable; Living as a Leader	CEO Roundtable & Living As A Leader	35	35
Atlas Medical	City of Racine	Medical Instruments Manufacturing	\$ 5,000.00	Independent Consultant	Manufacturer	Logo/Web Development & Product & Tooling Training	3	5
Bon Bon Belle, Inc. dba Christy's Bon Bon Belle Bridal	Burlington	Bridal Shop	\$ 3,792.50	Independent Consultant	Women Owned	Action Coach & Industry Conference	18	20
Bon Voyage Cruise & Vacations, Inc.	Waterford	Travel Agency	\$ 5,000.00	RCEDC	Women Owned	Marketing & Web Updates due to COVID	9	6
Clearcom, Inc.	Caledonia	Audio & Video Equipment Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable	CEO Roundtable	30	22
Designs Touch LLC	City of Racine	Custom Computer Programming Services	\$ 1,200.00	RCEDC	Racial/Ethnic Minority	Marketing with Bipper Media	2	4
Econoprint of Racine, Inc.	City of Racine	Commercial Printing	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	13	14
FISCHER USA, Inc.	City of Racine	Handtool, Cutlery, & Flatware Manufacturing Previously Fischer Precise USA	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	65	59
iDental	Mount Pleasant	Badger Care dental provider identalfontdesk@gmail.com	\$ 5,000.00	RCEDC	Racial/Ethnic Minority	CEO Roundtable & 3D Dental Training	42	45
iDental Lab LLC	Mount Pleasant	Dental lab that makes dentures and partials	\$ 5,000.00	RCEDC	Racial/Ethnic Minority	Digital Advertising w/Facebook & Google	3	5
Marathon CC LLC dba CarpetsPlus	City of Racine	Flooring Store	\$ 3,483.34	Independent Consultant	Women Owned	Web Development & Branding/Advertising	5	7
Marini Manufacturing	City of Racine	Machine Shops	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	25	20
Mercantile Hall	Burlington	Lessors of Nonresidential Buildings	\$ 4,053.00	Independent Consultant	Women Owned	Action Coach & Industry Conference	10	22
My Bread Bakery, LLC	City of Racine	Bakery goods manufacturer	\$ 4,958.50	RCEDC	Manufacturer	Industry Expo	2	2.5
Priority	Caledonia	Specialty Sign Contractors	\$ 1,625.00	Independent Consultant	Manufacturer	Safety Training & Program Development	18	20
Reliance Controls Corporation	City of Racine	Electrical Products Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	48	57
Skyline Landscape Design, LLC	Burlington	Landscaper	\$ 2,001.00	Independent Consultant	Women Owned	Action Coach	10	10
Spee-Dee Packaging Machinery, Inc.	City of Racine	Material Handling Equipment Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	77	90
Varitay Studios	City of Racine	Photography Studio	\$ 4,989.87	Independent Consultant	Women Owned	Web Design with Hibu Marketing	2	5
Winston Automotive & Detail	Mount Pleasant	Auto Repair & Detail Shop	\$ 5,000.00	SBDC	Racial/Ethnic Minority	Website & Marketing thru SBDC	1	7
Wisconsin Metal Products Company	City of Racine	Fabricated Metal Product Manufacturing	\$ 1,700.00	RCEDC	CEO Roundtable; Manufacturer	CEO Roundtable	27	31
Wisconsin Plating Works of Racine, Inc.	City of Racine	Fabricated Metal Product Manufacturing	\$ 4,120.77	Independent Consultant	Manufacturer	Vehicle Signage with Corporate Images	37	34
Totals: 22			\$ 71,998.98				482	520.5

Reason for decline in job numbers:

Bon Voyage - COVID Impact
Clearcom - Sales were not supporting the employees that were staffed.
Fischer USA - Normal attrition and the decision to not replace those lost through that process.
Marini Manufacturing - COVID Impact
Wisconsin Plating - Combination of normal turnover, COVID, and increased unemployment benefits

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2021</u>		Resolution Request Ordinance Request Information Only Report Request
	X	

Requestor/Originator: Finance Department - Brian Nelson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) RCEDC Carolyn Engel
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: No

If related to a position or position change, Does the Human Resources Director know of this request: _____

Does this request propose the expenditure, receipt or transfer of any funds? No

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/17/2021 **Date of County Board Meeting to be Introduced:** _____

1st Reading: **1st & 2nd Reading:** *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Racine County Economic Development Corp. (RCEDC) 2022 Racine County Matching Grant Program Draft Agreement.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

RACINE COUNTY MATCHING GRANT PROGRAM AGREEMENT - ~~2020~~2022

This Agreement made and entered into this _____ day of _____, _____ by and between the County of Racine (hereinafter referred to as "COUNTY") and the Racine County Economic Development Corporation (hereinafter referred to as "RCEDC".)

WHEREAS, in the ~~2021-2022~~ budget, the Racine County Board of Supervisors (hereinafter referred to as "County Board"), has allocated \$75,000.00 for the Racine County Matching Grant Program (hereinafter referred to as the "MGP") which is described as follows:

The MGP creates grants specifically for existing small and medium-sized for-profit companies. Existing company is defined as the following:

- One in operation for more than one continuous year; and
- An operation is defined as the date of the first sale; and
- One with less than \$25 million in US gross sales.

Eligible applicants must comply with one or more of the following:

- Ownership of 51% or more by a racial or ethnic minority (defined as section 16.287 Wisconsin Statutes and Chapter Adm 84 Wisconsin Administrative Code);
- Ownership of company of 51% or more by a woman;
- Ownership of company of 51% or more by a Veteran;
- Manufacturing companies (NAICS 31, 32 or 33); or
- Manufacturing companies recruited by RCEDC who begin with a sales office or distribution facility in Racine County with the intent to add manufacturing operations within a defined number of years with applying companies having less than 200 employees and less than \$25 million in US gross sales. This initiative is consistent with county economic development priorities.

Eligible MGP applicants must have no outstanding fines, penalties or delinquent financial obligations with Racine County, Wisconsin, agency, entity or any other local unit of government; and

The goal of the MGP is to provide a means for the existing small and medium sized Racine County companies to obtain professional services necessary for a strong foundation for continued business growth and provide jobs for Racine County residents; and

Eligible use of funds includes the engagement of a consultant for the purpose of training or marketing expenses; and

Eligible grant applicants must be engaged with one or more of the following organizations: RCEDC, Gateway Technical College, Small Business Development Center, Wisconsin Women's Business Initiative, RAMAC or an acceptable independent consultant to be eligible to apply for the grant; and

Engagement shall be defined as a company approved for or repaying a loan from one of the aforementioned organizations; approved for or engaged in an incentive agreement (via RCEDC assistance); actively applying for training through one of the aforementioned organizations; actively applying for or receiving consultant services from an independent consultant; or actively applying for or engaged in receiving marketing services; and

The MGP is a combination of two prior matching grant programs, the Manufacturing Renewal Grant Program and the Minority Matching Grant Program.

WHEREAS, the County Board, in the past, authorized other allocations and entered into previous contracts with RCEDC to establish, support and administer various programs for Racine County.

NOW, THEREFORE, IT IS MUTUALLY AGREED between the parties as follows:

1. COUNTY shall provide to RCEDC a grant of \$75,000.00 for the purpose of funding the MGP to be used to provide grants to existing Racine County businesses. Said amount may be augmented by carryover of unused funds from previous years.
2. That the RCEDC shall administer the MGP and shall draw down from said \$75,000.00 grant (and/or any carryover) appropriate funds pursuant to the policies and procedures outlined in this agreement. The RCEDC shall utilize the RCEDC Loan Advisory Committee ("COMMITTEE") to review and approve all grant applications. The RCEDC shall administer the MGP. The RCEDC's administration includes but is not limited to: the collection of grant applications; initial eligibility screening; coordinating and documenting the COMMITTEE decision regarding the application; sending notification to the applicant of either grant approval or denial; document any change in the use of funds that may differ from the original approval; reviewing of the grant reimbursement request and reimbursing the grant recipient for eligible expenses.
3. There shall be no compensation from COUNTY to RCEDC for the administration of this program. RCEDC shall charge grant recipients a 1.5% processing fee to be applied to the cost of the administration of this program.
4. If, through any cause, RCEDC shall fail to fulfill in a timely and proper manner its obligations under this contract, or if RCEDC shall violate any of the covenants, agreements or stipulations of this contract, COUNTY shall have the right to terminate this contract by giving written notice to RCEDC of such termination and specifying the effective date, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, reports or other materials related to the services prepared by RCEDC under this contract shall become the property of the COUNTY. Further, in such event, RCEDC shall return to COUNTY, all remaining funds that have not been expended out of the MGP specified in Paragraph 1 above.
5. RCEDC shall retain all of the administrative records which are relevant to this agreement for a period of seven (7) years. Said period shall commence to run from the date final action was taken in denying any requests for a grant under this program in the case of

grants which were not granted and from the date of final payment was made in the case of grants which were granted. The administrative record shall include at minimum the grant application, eligibility checklist, the COMMITTEE votes, grant approval or denial letter, and the reimbursement accounting. In the event RCEDC shall cease to exist or cease to function as a viable legal entity, RCEDC shall turn its relevant records over to the COUNTY for safekeeping.

6. RCEDC shall provide the COUNTY with reasonable access to any and all of its relevant records, at such time as the COUNTY shall request to inspect such records. The right to inspect records shall include the right to copy records, providing that the COUNTY arranges for and pays the cost and expense of such copying. The term “records” shall include all books, accounts, reports, files, correspondence and papers that are relevant to this agreement. COUNTY may examine such records for any purpose.

The parties recognized that MGP records, and only MGP records, of RCEDC may be public records under Wisconsin law, although not all information in them may be subject to disclosure. The parties recognize that, with respect to any funds granted, the following information, at a minimum, will be treated as subject to disclosure to a person making a request under Wisconsin public records law: amount of the grant, name and address of party to whom the grant was granted, the purpose of the grant, and names of any other parties involved in the grant.

7. Quarterly Reports. RCEDC shall furnish COUNTY with quarterly reports which shall include a financial report as to all funds disbursed under the terms and conditions of this contract and an update of the status of the use of the funds granted under the terms and conditions of this contract. Such reports shall be furnished to COUNTY no later than the 20th day of the month following each calendar quarter.
8. RCEDC shall perform its obligations under this contract in accordance with the letter and the spirit of applicable federal, state and local laws, rules and regulations.
9. The MGP shall be administered as follows:
 - A. The structure for administration of this program will continue the current process of organizational partnerships. RCEDC will act as the lead partner for this project providing appropriate staff support. In carrying out its responsibilities, RCEDC may collaborate with other Partner organizations, such as Gateway Technical College, Racine County Workforce Development Center (WDC), Small Business Development Center (SBDC), Wisconsin Women’s Business Initiative Corporation (WWBIC) or Racine Area Manufacturers and Commerce (RAMAC) (“Partners”). RCEDC and/or other Partners will identify current and future clients that could benefit from the MGP and help these clients determine the manner in which a grant could be of assistance, as well as identifying other appropriate sources of financial assistance that could be leveraged by the MGP. The client will then be assisted, if requested, in completing a program application for review by the COMMITTEE.
 - B. Process for Awarding a Grant.

- 1) Each applicant for a grant under the MGP shall submit a completed Application Form (attached as Exhibit A). From time to time during the operation of this agreement, this form may be modified by mutual consent of representatives of the parties to this agreement.
 - 2) Each applicant for a grant under the MGP will be reviewed for eligibility criteria defined in 9.C. below.
- C. Eligibility Determination. Eligible applicants must comply the following:
- 1) Has been in continuous operation for a minimum of one year. An operation is defined as the date of the first sale; and
 - 2) Has less than \$25 million in US gross sales; and
 - 3) Ownership of 51% or more by a racial or ethnic minority (defined as section 16.287 Wisconsin Statutes and Chapter Adm 84 Wisconsin Administrative Code); or
 - 4) Ownership of company of 51% or more by a woman;
 - 5) Ownership of company of 51% or more by a Veteran; or
 - 6) Manufacturing companies (NAICS 31, 32 or 33); or
 - 7) Manufacturing companies recruited by RCEDC who begin with a sales office or distribution facility in Racine County with the intent to add manufacturing operations within a defined number of years with applying companies having less than 200 employees and less than \$25 million in US gross sales.
 - 8) Is current with Racine County Real Estate Taxes; and
 - 9) Does not have any derogatory findings on Wisconsin Circuit Court Access or the Wisconsin Department of Financial Institutions; and
 - 10) Applicant certifies that they have no outstanding fines, penalties, taxes, or delinquent financial obligations whatsoever with the County of Racine, Wisconsin, agency, entity or any other local unit of government.
- 10) On an on-going basis, the RCEDC Executive Director or his/her designee will determine the appropriateness of access to the MGP by clients that utilize, or may utilize, technical assistance services of RCEDC or other relevant entities, such as Small Business Development Center, Gateway and other Partner organizations.
 - 11) Following a determination that a business is an appropriate applicant for the MGP, RCEDC may if requested:
 - A. Assist the client in determining the appropriate consultant services that are necessary, as well as any additional funding sources that could be leveraged;
 - B. Assist the client in preparing the MGP application; and
 - C. Present the application to the COMMITTEE for its consideration.
 - 12) The COMMITTEE will consider the application, as well as provide comments as to the manner in which the application could be modified to take appropriate

advantage of additional area resources for the proposed services. The COMMITTEE may request further information from the applicant prior to a final determination if the COMMITTEE needs clarification on the application.

- 13) The applicant will be advised of the COMMITTEE decision. If the grant is awarded, appropriate fiscal arrangements will be made for payment under the grant. If the grant is not awarded, the applicant will be informed of the reasons for denial, and, if MGP funds remain available, the applicant will be afforded an opportunity to submit a revised application.
- 14) RCEDC Executive Director will serve as the deciding vote in the event of a COMMITTEE tie and can override the COMMITTEE's decision on an application if deemed necessary for the benefit of the MGP program.
- 15) Parameters for the MGP:
 - A. Grants will be available on a first come basis for the reimbursement of eligible expenses that will support existing Racine County companies. Eligible applicants must comply with the eligibility criteria defined in 9.C above.
 - B. A single grant award to any one company together with any affiliates cannot exceed \$5,000.00 during a one-year period.
 - C. An applicant and/or its affiliates cannot receive grant funds for more than a total of three years. If this is the third year that the applicant and/or its affiliates have applied for funds, then the reimbursement amount is reduced to 25% or \$2,500, whichever is less, and the applicant is not eligible to apply for future MGP funds. For businesses ~~that received~~ applying for grant funds in 2021, if they have previously received grant funds then this will be considered a transition year and their second year of qualifying for the program and they will not be eligible to apply again after the third year.
 - D. The grant must be approved prior to the purchase or services unless otherwise agreed to by the COMMITTEE.
 - E. Grants can only be made for eligible use of funds that will support existing firms.
 - F. A minimum of 50 percent (50%) of the total cost of the proposed eligible use of funds must be provided in cash or a cash equivalent by the grant recipient. In-kind contributions by the grant recipient are not considered matching funds. To ensure that the required minimum of 50 percent (50%) of the total cost of the proposed eligible use of funds is provided in cash or a cash equivalent by the grant recipient, the following procedures shall apply:
 - 1) Funds will be disbursed on a reimbursement basis;
 - 2) Grant recipients' requests for reimbursement shall include copies of all signed contracts and invoices for services for which reimbursement is requested including proof of payment (cancelled check, wire transfer, credit card receipt);

- 3) RCEDC will review documentation submitted for reimbursement to ensure that the expenditures are properly reimbursable under the terms and conditions of the grant award.
- G. Unless documentation is inadequate or does not clearly demonstrate that the related expenditures are properly reimbursable, the RCEDC shall authorize payment within ten working days of receipt of a reimbursement request from the grant recipient.
- H. For the purpose of the MGP the RCEDC CEO Roundtable (“Roundtable”) enrollment and the RCEDC/RAMAC Living as a Leader (“LAAL”) programs are an eligible form of training and consulting services. Up to 50 percent (50%) of these costs may be reimbursed by this grant. For the Roundtable and LAAL the MGP also available to small to mid-sized non-manufacturing firms based in Racine County. A grant application may combine the Roundtable or LAAL training with other eligible expenses, up to a combined reimbursable total of \$5,000.00.
- I. Grants are not renewable. However, should additional funding be made available by the County Board in subsequent years, grant recipients may apply for a different project. For the purpose of the MGP CEO Roundtable and LAAL may be applied for in subsequent years and considered a ‘different project.’ However, all applicants are restricted to the three year total limitation for grant funds with the third year providing a 25 percent (25%) reimbursement. One year after the final reimbursement of the grant, the grant recipient will prepare a one-page memorandum, on company letter head and signed by the applicant reflecting the number of full time and part time employees that the company employed at the time of the application and one year after the final reimbursement of the grant. The memorandum will also include a summary of the results of the project that corresponds to the specific outcomes identified in the project grant application.
10. This document represents the full and complete agreement and understanding of the parties in regard to the MGP but does not supersede prior written agreements and understandings concerning other loan and grant amounts.
11. All notices provided for in this contract shall be sent by first class mail to the address of the party as indicated below:

County Clerk
Racine County
730 Wisconsin Avenue
Racine, WI 53403

Jenny Trick
Racine County Economic Development Corporation
2320 Renaissance Blvd.
Sturtevant, WI 53177

12. RCEDC agrees to administer the program described within this contract and to maintain program files at its offices located at 2320 Renaissance Blvd., Sturtevant, Wisconsin 53177.
13. The contract may be amended only by written agreement among the parties.
14. The authorization in this contract to award grants shall terminate as of December 31, ~~2021~~2022. If any funds have not yet actually been expended in reimbursements to grant recipients by January 31, ~~2020~~2023, said funds shall be made available for return to Racine County. The parties may agree to extend said deadlines by a mutual written agreement.
15. This agreement serves as approval for RCEDC to carryforward the unused funds from ~~2020-2021~~ and make the carryforward funds available to eligible companies in ~~2021~~2022.

COUNTY OF RACINE

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

RACINE COUNTY ECONOMIC DEVELOPMENT CORPORATION

By: _____

Name: Jenny Trick

Title: Executive Director

By: _____

Name: Laura Million

Title: Assistant Secretary

REQUEST FOR COUNTY BOARD ACTION

YEAR	2021	X	Resolution Request
			Ordinance Request
			Information Only
			Report Request

Requestor/Originator: Sheriff's Office-Sheriff Christopher Schmaling

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading)
 If a person is not in attendance the item may be held over. Lt. Brian Van Scyoc

Does the County Executive know of this request: No

If related to a position or position change, Does the Human Resources Director know of this request: _____

Does this request propose the expenditure, receipt or transfer of any funds? No

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/17/2021 Date of County Board Meeting to be Introduced: 11/23/2021

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Acceptance of a Wisconsin Department of Justice Law Enforcement Drug Trafficking Response Program (SEADOG). Grant in the amount of \$48,750 and transfer within the Sheriff's Office State Metro Drug Unit.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Josh Kaul
Attorney General

Room 114 East, State Capitol
PO Box 7857
Madison WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

October 8, 2021

Captain Daniel Adams
Racine County Sheriff - Drug Unit
717 Wisconsin Avenue
Racine, WI 53403-1237

Re: Law Enforcement Drug Trafficking Response
DOJ Grant Number: 2022-DT-01-16826

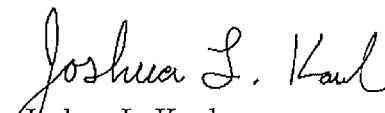
Dear Captain Adams:

The Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to Racine County Sheriff - Drug Unit in the amount of \$48,750. Funding is provided by the State of Wisconsin to support the investigation and response to drug trafficking within the state. This grant supports the Racine County Sheriff - Drug Unit's Law Enforcement Drug Trafficking Response Program.

To accept this award, please have the authorized official sign the *Signatory Page* in addition to initialing the bottom right corner of Attachment A. The project director should sign the acknowledgement notice. One of the two award packets enclosed should be returned to the Wisconsin Department of Justice within 30 days. The other should be maintained for your records. Funds cannot be released until all signed documents are received.

As project director, you will be responsible for all reporting requirements outlined in the grant award and ensuring that funds are administered according to the approved application materials and certifications. Please refer to the FAQ sheet enclosed for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Sincerely,


Joshua L. Kaul
Attorney General

JLK:JLA

Enclosures



STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Josh Kaul
Attorney General

Room 114 East, State Capitol
PO Box 7857
Madison WI 53707-7857
(608) 266-1221
TTY 1-800-947-3529

LAW ENFORCEMENT DRUG TRAFFICKING RESPONSE
Law Enforcement Drug Trafficking Response
2022-DT-01-16826

The Wisconsin Department of Justice (DOJ), hereby awards to **Racine County Sheriff - Drug Unit**, (hereinafter referred to as the **Grantee**), the amount of **\$48,750** for programs or projects pursuant to Wisconsin Statute S.165.986.

This grant may be used until **9/30/2022** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice.

BY: Joshua L. Kaul
JOSHUA L. KAUL
Attorney General
Wisconsin Department of Justice

10/08/2021
Date

The (Grantee), **Racine County Sheriff - Drug Unit**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **Racine County Sheriff - Drug Unit**

BY: _____
NAME: **Jonathan Delagrave**
TITLE: **County Executive**

Date

Completion of this signed grant award within 30 days of the date of the award is required to release state funds.

WISCONSIN DEPARTMENT OF JUSTICE
ATTACHMENT A

Grantee: Racine County Sheriff - Drug Unit
 Project Title: Law Enforcement Drug Trafficking Response
 Grant Period: From 10/1/2021 To 9/30/2022
 Grant Number: 2022-DT-01-16826 Program Area: 1

APPROVED BUDGET

	State Funds
Personnel	
Employee Benefits	
Travel (Including Training)	
Equipment	
Supplies & Operating Expenses	
Consultants	\$48,750
Other	
TOTAL APPROVED BUDGET	\$48,750

Award Conditions:

1. Budget changes in excess of 10% of the approved line item amount and **any** increases for personnel compensation not included in the approved budget require approval from DOJ. **All changes to the contractual category require prior DOJ approval.**
2. Failure to submit an acceptable Equal Employment Opportunity Plan (if required under 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of DOJ's Certified Assurances and may result in grant termination.
3. To be allowable under a grant program, costs must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 60 days of the grant period ending date.
4. Grant funds will be disbursed upon DOJ receipt of the certified Fiscal Report as well as copies of paid vendor invoices.
5. Reimbursement for travel (i.e. mileage, meals, and lodging) is limited to state rates.
6. Any changes in personnel involved with the grant including the project director, financial officer and/or signatory needs to be reported in a modification to DOJ via Egrants.
7. Recipient fully understands DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
8. Reimbursement for mileage from the grant will be limited to the state of Wisconsin maximum of \$.51 per mile. Reimbursement for in-state hotel rates will be limited to the State of Wisconsin maximum of \$82.00 per night.
9. All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition.
10. The Wisconsin Department of Justice reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to the Department of Justice such as background check fees, etc.
11. **All contracts pertaining to this grant must be submitted to DOJ within 30 days of receipt of grant award documents.**

**LAW ENFORCEMENT DRUG TRAFFICKING RESPONSE
ACKNOWLEDGEMENT NOTICE**

Date October 2021
Grantee: Racine County Sheriff - Drug Unit Grant No. 2022-DT-01-16826
Project Title: Law Enforcement Drug Trafficking Response

The following reporting requirements apply to your grant award.

NOTE: Reports due 04/12 includes January, February and March program activity.
Reports due 07/12 includes April, May and June program activity.
Reports due 10/12 includes July, August and September program activity.
Reports due 01/30 includes October, November and December program activity.

PROGRESS REPORTS must be submitted on a scheduled basis and **should be completed in Egrants:** <http://www.doj.state.wi.us/>, scroll to the bottom of the website, under Resources, (in blue) and click on Grants. Narrative reports on the status of your project are due to DOJ on:

01/12/22	04/12/22	07/12/22	10/30/22 FINAL
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FINANCIAL REPORTS must be submitted on a scheduled basis and should be completed and certified in Egrants. Supporting documentation should be attached to the Fiscal Report in Egrants and are due to DOJ on:

01/12/22	04/12/22	07/12/22	10/30/22 FINAL
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INVENTORY REPORTS must be submitted in Egrants for all equipment items and are due to DOJ on:

10/30/22			
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OTHER: _____

ACKNOWLEDGEMENT

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

_____, Project Director
Date Daniel Adams

WISCONSIN DEPARTMENT OF JUSTICE
Law Enforcement Drug Trafficking Response (2022)
Grant Summary Sheet

Grantee or Unit of Government: **Racine County Sheriff - Drug Unit**

Project Name: **Law Enforcement Drug Trafficking Response**

Address: **Racine County Sheriff - Drug Unit, 717 Wisconsin Avenue, Racine, Wisconsin, 53403-1237**

Project Director: **Daniel Adams**

Phone number: **262-636-3224**

Signing Official: **County Executive Jonathan Delagrave, Racine County Sheriff - Drug Unit, 717 Wisconsin Avenue, Wisconsin 53403-1237**

Amount of State Award: **\$48,750**

Amount of Match:

Amount of Total Award: **\$48,750**

SUMMARY OF GRANT:

The impact of drug abuse affects the health, safety and economy of our communities. The South East Area Drug Operations Group (SEADOG) was formed to combat this problem in the region and to help coordinate the efforts of our stakeholders in the region in government, the private sector and the public. We recognize that our efforts must include education, treatment, and enforcement to be effective. SEADOG has engaged in an ongoing threat assessment of the drug problem in the region, gathering and sharing information from a wide variety of sources each with their own unique expertise. SEADOG is able to combine and share resources with other drug enforcement efforts such as Milwaukee HIDTA. As a regional drug enforcement task force, SEADOG is able to coordinate investigations of drug trafficking organizations, who operate in the region and beyond. Support from the grant will be critical in the success of SEADOG's mission.

Name of Program Manager: **Dennis Powers**

Phone number: **608-264-9441**

Name of Grants Specialist: **Jannifer Ayers**

Phone number: **608-267-2115**

REQUEST FOR COUNTY BOARD ACTION

YEAR	2021	X	Resolution Request
			Ordinance Request
			Information Only
			Report Request

Requestor/Originator: Public Works Development Services Director Julie Anderson

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading)
If a person is not in attendance the item may be held over. Benjamin Haas

Does the County Executive know of this request: No

If related to a position or position change, Does the Human Resources Director know of this request: _____

Does this request propose the expenditure, receipt or transfer of any funds? No

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/17/2021 Date of County Board Meeting to be Introduced: 11/23/2021

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Acceptance of WI DNR County Conservation Grant of \$2,327 and a transfer within the Public Works 2021 Budget.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE	TRANSFER	BUDGET AFTER TRANSFER	BALANCE AFTER TRANSFER
PWDS Parks		2022 Budget Book 48-56				
CASE EAGLE KAYAK LAUNCH	3316200.304000.22B19	0	0	(2,327)	(2,327)	(2,327)
TOTAL SOURCES				<u>(2,327)</u>		
CASE EAGLE KAYAK LAUNCH	3316200.489000.22B19	25,000	25,000	2,327	27,327	27,327
TOTAL USES				<u>2,327</u>		
				<u><u>0</u></u>		

FINANCE COMMITTEE RECOMMENDATION

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.

REASONS

FOR	AGAINST



October 22, 2021

Ben Haas, Parks Operational Supervisor
Racine County
14200 Washington Ave
Sturtevant, WI 53177

Subject: SFY2022* County Conservation Aids Final Grant Award Notification and Grant Agreement Conditions

Dear Grantee:

Congratulations! On behalf of Governor Evers, we are pleased to notify you of your SFY2022* County Conservation Aids Final Award.

	Racine County
SFY2022 CCA Grant #	CC22-52FD
Project Title:	Launch ADA Accessibility Upgrades
Total Estimate Project Cost:	\$24,000
Final Grant Award:	\$2,326.61
Grant Period:	October 1, 2021 Through June 30, 2023

Please keep this letter and the Grant Agreement Conditions (enclosed) with your Grant Application/Grant Agreement for your records. If you have any questions, please contact me at 920-461-2595 or roberta.winebar@wisconsin.gov.

Sincerely,

Bobbi Winebar
County Conservation Aids Grant Manager

***NOTE:** Our accountants have asked us to use the state fiscal year instead of the calendar year so that is why the grant numbers for this funding cycle start with CC22 instead of CC21.

County Conservation Aids Application and Grant Agreement

Form 8700-045A (R 6/21)

Notice: Complete this form to request County Conservation Aids under s. 23.09(12), Wis. Stats., for development of habitat on County Forests and for County Fish and Game projects. Collection of this information is authorized under ss. 23.09(11), 23.09(26), 350.12(4), 23.33, and 30.92, Wis. Stats., and chs. NR 7, NR 50, NR 51, and NR 64, Wis. Admin. Code. Personally identifiable information collected will be used for program administration and may be provided to requesters to the extent required by Wisconsin's Open Records law [ss. 19.31-19.39, Wis. Stats.].

Section 1. Required Applicant Data

Applicant Name Racine County			
Address 14200 Washington Ave	City Sturtevant	State WI	ZIP Code 53177
Authorized Representative Name Ben Haas		Title Parks Operational Supervisor	
Contact Phone Number (262) 886-8454	Contact Email benjamin.haas@racinecounty.com		
County Racine County	Wisconsin Tribe Name		

Section 2. Project Scope and Description

Click on the drop-down box to select the project(s) that apply.

Project Category	Fisheries	Wildlife
Development	The development of structures, utilities, facilities or landscaping necessary for outdoor recreation use of an area.	
	kayak and boat launches	new accessibility upgrades

Section 3. Proposed Budget

1. Do you acknowledge that the CCA Program will reimburse 50% of eligible project costs up to the maximum amount provided by this grant? (Must select Yes to Enter Estimated Total Project Cost) <input checked="" type="radio"/> Yes	Estimated Total Project Cost	\$24,000.00
	Annual Allocation	\$914.00
	50% of Est. Total Project Cost	\$12,000.00
2. Would you like to request additional CCA grant funding, if available, to bring your total request up to 50% of eligible total project costs? <input checked="" type="radio"/> Yes <input type="radio"/> No	Additional Request if available (to bring total up to 50%)	\$11,086.00
3. Would you like to request additional CCA grant funding, if available, for a total request of less than 50% of eligible total project costs? (Enter amount in Additional Request box) <input type="radio"/> Yes <input checked="" type="radio"/> No	Additional Request if available (for a total request of <50%)	
	Total Grant Award Requested	\$12,000.00
4. Will the project occur on DNR land? <input type="radio"/> Yes <input checked="" type="radio"/> No	Estimated Grantee Match	\$12,000.00

DNR Use Only	
Total DNR Cost Share	\$2,326.61
Total Sponsor Cost Share	\$21,673.39

Certification

By submitting this form electronically, I certify that, to the best of my knowledge, the information provided is true and that I represent, both personally and as agent for the Applicant, that I am authorized to execute this agreement and bind the Applicant, either by a duly adopted resolution or otherwise. By signing, I also request a variance to s. NR 50.14(3)(b), Wis. Adm. Code that would allow any unused funds under this grant program to be available beginning on October 1st.

NOTE: Please type your name on the signature line. The email message generated from electronic submittal of this form will be used as an electronic signature.

Benjamin Haas
Signature of Authorized Representative

8/30/2021
Date Signed

A. General Grant Agreement Conditions:

1. The State of Wisconsin Department of Natural Resources (Department) and the (Sponsor) mutually agree to perform this agreement in accordance with the County Conservation Aids grant program, ch. NR 50, Wis. Admin. Code, and with the project proposal, application, terms, promises, conditions, plans, specifications, estimates, procedures, maps and also any assurances attached and made a part of this agreement.
2. This agreement, together with any referenced parts and attachments, shall constitute the entire agreement and previous communications or agreements pertaining to the subject matter of this agreement are superseded. Any revisions, including cost adjustments and scope changes, must be made by an amendment to this agreement or other written documentation, signed by both parties, prior to the termination date of the agreement. Time extensions to the agreement may be granted to the Sponsor by the Department in writing without the requirements of Sponsor signature.
3. Failure by the sponsor to comply with the terms of this agreement shall not cause the suspension of all obligations of the State if, in the judgment of the Secretary of the Department, such failure was due to no fault of the Sponsor. In such case, any amount required to settle at minimum costs any irrevocable obligations properly incurred shall be eligible for assistance under this agreement, at the Department's discretion.

The Project Sponsor:

4. Agrees to comply with all applicable Wisconsin Statutes and Wisconsin Administrative codes in fulfilling terms of this agreement. In particular, the Sponsor agrees to comply with the provisions of ch. NR 50, Wis. Adm. Code, as well as comply with all applicable local and state contract and bidding requirements. The sponsor should consult its legal counsel with questions concerning contracts and bidding.
5. May decline the offer of financial assistance provided through this agreement, in writing, at any time prior to the starting of the project and before expending any funds. After the project has been started or funds expended, this agreement may be rescinded, modified, or amended only by mutual agreement in writing.
6. Agrees, to save, keep harmless, defend and indemnify the Department and all its officers, employees and agents, against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this agreement or omissions of Sponsor's employees, agents or representatives.
7. Agrees to reimburse the Department of any and all funds the Department deems appropriate in the event the Sponsor fails to comply with the conditions of this agreement or project scope as described, or fails to provide public benefits as indicated in the project application, proposal description or this agreement. In addition, should the Sponsor fail to comply with the conditions of this agreement, fail to progress due to non-appropriation of funds, or fail to progress with or complete the project to the satisfaction of the Department, all obligations of the Department under this agreement may be terminated, including further project cost payment.
8. Agrees, in connection with the performance of work under this agreement, not to discriminate against any employee or applicant for employment because of age, race, religion, color, disability, handicap, sex, physical condition, developmental disability as defined in s. 51.01(5), Wis. Stats., sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Sponsor further agrees to take affirmative action to ensure equal employment opportunities, as required by law. The Sponsor agrees to post in conspicuous places available, for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.
9. Accounting for project funds shall conform to generally accepted accounting principles and practices, and shall be recorded by the Sponsor in a separate account. All financial records, including invoices and canceled checks, that support all project costs claimed by the Sponsor, shall be kept and made available for inspection for 3 years after final payment is issued by the Department.

The Department:

10. Promises, in consideration of the covenants and agreements made by the Sponsor, to obligate for the Sponsor the amount shown in the award letter, and to tender to the Sponsor that portion of the obligation which is required to pay the Department's share of the costs based upon the state providing up to 50 percent of eligible project costs. The Sponsor promises, in consideration of the promises made by the Department, to execute the project described in accordance with this agreement.
11. Agrees that the Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this agreement other than as specifically provided in this document. The Department reserves the right only to inspect the job site or premises for the sole purpose of insuring that the performance is progressing or has been completed in compliance with the agreement. The Department takes no responsibility of supervision or direction of the performance of the agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an Independent Contractor for all purposes, not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.

B. Special Conditions:

1. The Sponsor agrees to secure all necessary regulatory permits and approvals, including water and wetland regulatory permits and approvals, required by federal, state or local agencies prior to project construction and complied with fully during project construction.
2. The sponsor shall implement and maintain proper soil erosion and sediment control best management (BMPs) practices during construction of the project. Erosion and sediment control BMPs shall be accomplished using the guidelines in the Wisconsin Stormwater Technical Standards available via the internet at https://dnr.wi.gov/topic/stormwater/standards/const_standards.html.

Additional erosion control guidance can be found in the Wisconsin Construction Site Erosion Control Field Guide via the internet at <https://dnr.wi.gov/topic/stormWater/documents/WIconstECfieldGuide.pdf>. BMPs shall be properly installed and maintained to function as intended until the project site is stabilized. All temporary erosion and sediment control practices (e.g. silt fence, etc.) shall be removed once the construction site has undergone final stabilization.

3. Construction sites associated with land disturbing activities over one acre and grading sites of 10,000 sq. ft., or more on the bank of a navigable waterway require an erosion control and stormwater management plan prepared by the sponsor. Construction sites disturbing one or more acres of land require coverage under a construction site stormwater discharge permit prior to commencing any land disturbing construction activity.
4. Projects involving development or modification of facilities must comply with 2010 Americans with Disabilities Act requirements. Department guidance is available at <https://dnr.wi.gov/files/PDF/pubs/cf/CF0031.pdf>.
5. If Sponsor expends federal grant funds totaling \$750,000 or more during the fiscal year and those funds were received from a State or Federal agency, the Sponsor agrees to have an annual audit performed in accordance with 2 *CFR Part 200 Uniform -- Administrative Requirements, Cost Principles, & Audit Requirements for Federal Awards* (also known as "Uniform Guidance") and *WI State Single Audit Guidelines* found at [DOA State Single Audit Guidelines \(SSAG\) \(wi.gov\)](#) issued by Wisconsin Department of Administration, State Controller's Office.
6. The Sponsors agrees to obtain and review a Natural Heritage Inventory (NHI) screening of the project area, available at <https://dnr.wisconsin.gov/topic/nhi/calypso/portal.html>. If there are any threatened or endangered findings in the NHI review, the Sponsor must contact the DNR Wildlife or Fisheries staff to obtain any special instructions for the protection of the species that are threatened or endanger, in order to complete the project.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2021</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Hope Otto, Human Services Director

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Hope Otto
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/17/2021 Date of County Board Meeting to be Introduced: 11/23/2021

1st Reading: 1st & 2nd Reading: *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Authorize the creation of grades HE30 and HE40 within the Public Health salary schedule and reclass the Epidemiologist and Public Health Strategists positions effective 1/1/2022.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

FTE	POSITION	GRADE	WAGES	FRINGES	CONTRACT	TOTAL
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Position changes will be effective January 1, 2022

PUBLIC HEALTH DIVISION

-2.000	Epidemiologist (positions 11231, 11232)	HN30				
2.000	Epidemiologist (positions 11231, 11232)	HE30				
-2.000	PH Strategist (positions 11216, 11217)	HN35				
2.000	PH Strategist (positions 11216, 11217)	HE40				

<u>0.000</u>	Total for PUBLIC HEALTH		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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This resolution authorizes the creation of these grades:

Grade	Min	Mid	Max
HE30	\$ 54,787	\$ 67,122	\$ 79,456
HE40	\$ 58,011	\$ 71,053	\$ 84,094

The current employees are within this salary range and will not receive a change in pay. This resolution is budget neutral and only changes the overtime exempt status per FLSA rules.



Hope Otto, Director

Human Services
1717 Taylor Avenue
Racine, WI 53403
262-638-6646

Hope.otto@racinecounty.com

MEMORANDUM

TO: Robert N. Miller
Chairman, Finance and Human Resources Committee

FROM: Hope Otto
Human Services Director

RE: Change Two Position Classifications from Non-Exempt to Exempt

In preparation for the transition of employees from the Central Racine Health Department to Racine County, I would like to request an adjustment to two position classifications: Epidemiologists and Public Health Strategist positions.

The positions have both been evaluated by the Health Officer and Human Resources Director and have been determined appropriate to change to exempt classification. Both positions have job duties that are professional in nature, have master's degree qualifications, do not require COVID related overtime compensation, and exceed the minimum Fair Labor Standards Act (FLSA) wage requirements. These classifications will also result in no financial impact for Racine County.

REQUEST FOR COUNTY BOARD ACTION

YEAR	2021	<input checked="" type="checkbox"/>	Resolution Request
		<input type="checkbox"/>	Ordinance Request
		<input type="checkbox"/>	Report Request

Requestor/Originator: Julie Anderson-Public Works Development Services Director

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Sarah Street

Does the County Executive know of this request: No

If related to a position or position change, Does the Human Resources Director know of this request: Yes

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources

Date Considered by Committee: 11/17/2021 Date of County Board Meeting to be Introduced: 11/23/2021

1st Reading: [X] 1st & 2nd Reading: [] *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee:

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Resolution authorizing the hiring of three Highway Machine Operators before the current employee retires to allow for training.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

EXHIBIT "A"

Fiscal Year: 2021

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE
PUBLIC WORKS		2021 BUDGET PAGE 20-8	
WAGES	6606440.401000.66440	1,057,828	908,917

THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER THE REPURPOSE OF FUNDS.

DESCRIPTION :	TOTAL PRICE
HIRING OF 3 HIGHWAY MACHINE OPERATORS BEFORE THE CURRENT EMPLOYEES TERM	
1 FTE FOR 1 WEEK AND 2 FTE FOR 2 WEEKS TO ALLOW TRAINING	
	13,375
ESTIMATED COST	<u>13,375</u>

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.
REASONS

FOR	AGAINST

November 9, 2021

TO: Robert N. Miller
Chairman, Finance and Human Resources Committee

FROM: Sarah Street
Human Resources Director

RE: New Hire – Position Overlap of Machine Operator

Three of the current Machine Operators will be retiring before the end of the year. I am requesting approval to fill these three positions before the current Machine Operators last day. This would result in overlap for those three positions for a couple weeks. Due to the impending winter weather and the technical skills necessary to complete snow removal it is critical to fill these positions as soon as possible. With this approval, the Department would be able to more efficiently and effectively train a group of new hires all at the same time.

The funding for this position overlap will come from remaining funds in the General Transportation Aide.

REQUEST FOR COUNTY BOARD ACTION

YEAR <u>2021</u>	<input checked="" type="checkbox"/>	Resolution Request Ordinance Request Report Request
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Requestor/Originator: Sarah Street, Human Resources Director

Person knowledgeable about the request who will appear and present before the Committee and County Board (2nd Reading) Sarah Street
 If a person is not in attendance the item may be held over.

Does the County Executive know of this request: Yes

If related to a position or position change, Does the Human Resources Director know of this request: NA

Does this request propose the expenditure, receipt or transfer of any funds? Yes

If the answer is "YES". A fiscal note is required. If Fiscal Note is not created by Finance, send to Finance & Budget Manager before it goes to Committee.

Committee/Individual Sponsoring: Finance & Human Resources Committee

Date Considered by Committee: 11/17/2021 **Date of County Board Meeting to be Introduced:** 11/23/2021

1st Reading: **1st & 2nd Reading:** *

* If applicable, include a paragraph in the memo explaining why 1st and 2nd reading is required.

Signature of Committee Chairperson/Designee: _____

SUGGESTED TITLE OF RESOLUTION/ORDINANCE/REPORT:

Approval to amend contract #2310 to allow for the added staffing that Ascension has requested totaling \$153,750.00, split between Racine County, Unified Schools, and the City of Racine, which would be an added \$51,250.00 for Racine County.

The suggested title should contain what the Committee is being asked to take action on (ex: Authorize, Approve) . If the action includes a transfer this must be included in the title.

SUBJECT MATTER:

The attached memo describes in detail the nature of resolution /ordinance /report and any specific facts which you want included in resolution/ordinance/report must be attached.

If requesting a multi year contract a copy of the contract or draft contract must be attached

Any request which requires the expenditure or transfer of funds must be accompanied by a fiscal note that shows the specific amount being transferred and the account number from which these funds will be taken and to which they will be transferred.

THIS FORM MUST BE FILLED OUT COMPLETELY PRIOR TO YOUR APPEARANCE BEFORE A COMMITTEE.

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	CURRENT BALANCE
DEPARTMENT NAME		BUDGET BOOK LOCATION	
INSURANCE PROGRAMS	12210000.404500	5,109,319	4,958,085

THERE ARE SUFFICIENT FUNDS AVAILABLE TO COVER THE REPURPOSE OF FUNDS.

DESCRIPTION : TOTAL PRICE
 One half-time phlebotomist and one full-time Registered Nurse totaling \$153,750.00, split between Racine County, Unified Schools, and the City of Racine, which would be an added \$51,250.00 for Racine County.

Total for requested contracted services: 51,250

After reviewing the Resolution/Ordinance and fiscal information supplied, your Finance Committee recommends FOR--AGAINST adoption.
 REASONS

FOR	AGAINST

November 9, 2021

TO: Robert N. Miller
Chairman, Finance and Human Resources Committee

FROM: Sarah Street
Human Resources Director

RE: Contract Amendment with Ascension to operate Racine Employee Health and Wellness Center

Racine County, Racine Unified Schools, and the City of Racine entered a three-year contract with Ascension on October 5, 2020, to run the Racine Employee Health and Wellness Center. (Resolution 2020-36) The center provides health services at no cost to covered employees, retirees, and their dependents. The employers split the cost, based on eligibility, at a much lower price than if the members sought care at outside providers. The focus of the clinic is to improve overall wellness of members to also reduce health costs for the employers. Services provided include sick visits, preventative care, health coaching, labs, dispensing of medication, post offer physicals, and drug testing.

Unfortunately, due to the labor shortages during this time, specifically in the healthcare field, and the many issues caused by the Covid 19 pandemic, the Ascension clinic has experienced staffing issues that have made it extremely difficult to serve our populations. Therefore, the management team of Ascension's clinic has proposed that we increase the staff and hire one half-time phlebotomist and one full-time Registered Nurse. They believe that making these staffing changes will allow the clinic to function as it was designed and to be able to serve our populations to its fullest potential. The proposal is for an added \$153,750.00, split between the three entities, which would be an added \$51,250.00 for Racine County.

We request an approval from the HR-Finance Committee of this new resolution to contract #2310 to allow for the added staffing that Ascension has requested.